

PACIFIC THEOLOGICAL COLLEGE



HANDBOOK
2014

CONTACT DETAILS

Mailing Address

Pacific Theological College
Private Mail Bag
Suva
Fiji Islands

Physical Address

78 Vuya Road, Suva

(Corner of Queen Elizabeth Drive and
Vuya Road)

Telecommunication

Telephone (679) 331 1100
Fax (679) 330 1728

Website

www.ptc.ac.fj

Key Email Addresses

Principal	servant@ptc.ac.fj
Registrar	selai@ptc.ac.fj
Finance Director	nilesh.sharma@ptc.ac.fj
Academic Dean	hszesnat@ptc.ac.fj
Library	library@ptc.ac.fj
PTCEE	ptcee@ptc.ac.fj
GPP	gpp@ptc.ac.fj
IRSA	mernst@ptc.ac.fj
WFDP	wfdp@ptc.ac.fj
JMMC	jmmc@ptc.ac.fj

Every effort has been made to ensure that the information contained in this Handbook is correct at the time of going to press. The College reserves the right to make changes and corrections, if such action is reasonably considered necessary by the College.

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WELCOME



Greetings and welcome to the Pacific Theological College. This inter-denominational, multi-ethnic and multicultural institution is the only ecumenical training institution in the Pacific that offers theological education up to Ph.D. level. It is located in Suva, the capital of Fiji.

The hallmark of PTC is its three-pronged emphasis on ecumenism, contextual theology and missiological focus. These emphases play a prominent role in defining not only the nature of the academic programme, but also its content. The ‘pacificness’ of such strands is explored in all theological disciplines and is an integral part of the College’s liturgical life and extracurricular activities. The unique context of PTC complements the formational training most students received in their local theological schools prior to taking up studies here. In essence, PTC offers the opportunity for all students to receive ecumenical formation as part of their ministerial training.

The studies of traditional theological disciplines such as Theology, Ethics, Biblical Studies, Church History and Ministry continue to be pursued at PTC at a higher level. These form the core of the academic programme. Complementing the academic programme are courses offered by the Institutes through the involvement of their Directors. All contribute to preparing students for a life of Christian leadership and service. At PTC a deliberate effort is made to train the future leaders of the churches as pastor-scholars. The goal is to equip ministers to respond pastorally and think critically; to attain the necessary academic standards needed in a teaching ministry; and to awaken their social consciousness to enable them to exercise leadership in social justice ministries.

Consistent with this is its commitment to the ecumenical movement with its vision of the church's mission, the global and multi-cultural character of Christian ministry in the modern world and the ultimate unity of the Body of Christ.

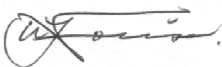
The College offers a rare opportunity to pursue theological studies in a vibrant ecumenical community. Its various academic and professional programmes are delivered by a faculty of renowned scholars from around the globe. Their

efforts are complemented by one of the finest theological libraries in the South Pacific.

In its educational work, PTC strives to provide a context in which students and teachers may explore and nurture their vocational commitments while becoming biblically, theologically, historically and pastorally informed and competent in the diverse skills necessary for ministry. PTC offers an integrated curriculum in which the historical and contemporary resources of the Church's thought and practice are in constant, mutual interaction with the contributions of our diverse cultures. Equally important, PTC offers a life of worship, spiritual development and mutual Christian care which leads us to respond to God in Jesus Christ.

The ecumenical spirit is fuelled by the presence of students and staff representing different denominations in the Church. Their historical church roots and experience, expressed in a variety of cultural norms and perceptions, all combine to make PTC a vibrant and exciting place. The challenge posed by 'diversity in unity' is in essence a theological process of reconfiguration in terms of meaning and application. If you are open and passionate about the challenge of ecumenical formation, then I invite you to familiarise yourself with our programmes. If in the end you decide to come and study at PTC, be assured of the welcoming nature and exciting possibilities that await you on your arrival.

God's blessings and peace surround you always.



Rev Dr Feleterika Nokise
PRINCIPAL

COLLEGE CALENDAR: 2014

SEMESTER-HALF 1A

Jan.	08		Wed	College Opens
	13		Mon	Public Holiday: Prophet Mohammed's Birthday
	20		Mon	Fiji schools: first term begins
	20		Mon	Etina Havea Centre opens
	21		Tue	Due date: 50% of student fees to be paid
	29-31		Wed-Fri	Faculty Retreat
	31		Fri	Due date: 50% of member churches' annual levy paid in
Feb.	01		Sat	College Year begins
	03-07		Mon-Fri	Orientation/Registration Week
	10		Mon	Lectures begin
	10-14		Mon-Fri	Last week of registration /changes
	21		Fri	Due date: course additions/deletions
		t.b.a.		Inter-faculty meeting [PRS/PTC]
March	05		Wed	Ash Wednesday
	07		Fri	Student flats inspection [SHC/OHS]
				World Day of Prayer
		t.b.a		Executive Committee
	10-14		Mon-Fri	Registration for semester-half 1B
	24-28			Last week of lectures
	31-04	April	Mon-Fri	Assessment Week
April	07-18			Semester-half break (2 weeks)
	18		Fri	Public Holiday: Good Friday
	21		Mon	Public Holiday: Easter Monday

SEMESTER-HALF 1B

April	22		Tue	Lectures begin
	21-25		Mon-Fri	Last week of registration / changes
	25		Fri	Fiji schools: first term ends
May	02		Fri	Due date: course additions/deletions
	12		Mon	Fiji schools: second term begins
	16		Fri	Student flats inspection [SHC/OHS]
	19-23		Mon-Fri	Registration for semester half 2A
June		t.b.a.		Executive Committee
	02-06		Mon-Fri	<i>Last week of lectures</i>
	09-13		Mon-Fri	Assessment Week
	16-04	July		<i>Semester break (3 weeks)</i>
	21		Sat	Due date: remaining 50% of student fees to be paid
	30		Mon	Due date: remaining 50% of churches' annual contribution to be paid

SEMESTER-HALF 2A

July	07		Mon	Lectures begin
	07-11		Mon-Fri	Last week of registration changes
	18		Fri	Due date: course additions /deletions
Aug	01		Fri	Student flats inspection [SHC/OHS]
	01		Fri	Due date: BD(Hons) / MTh final year students submit full draft thesis to supervisor (prior to proof-reading)
	04-08		Mon-Fri	Registration for semester-half 2B
	15		Fri	Fiji schools: second term ends
	18-22		Mon-Fri	<i>Last week of lectures</i>
	25-29		Mon-Fri	Assessment Week
September	01-12			<i>Semester-half break (2 weeks)</i>
		t.b.a		Executive Committee(Suva-based)
	01	.	Mon	Fiji schools: third term begins
	01		Mon	Due date: theses & projects due Due date: BD(Hons) / MTh final year students to submit proof-read thesis to supervisor & commence final formatting changes
	08		Mon	Due date: final year MTh students submit thesis to Dean's Office

SEMESTER-HALF 2B

September	15		Mon	Lectures begin
	15-19		Mon-Fri	Last week of registration changes
	26		Fri	Due date: course additions/deletions
October	01		Wed	Due date: MTh Yr.1 & BD(Hons) Yr.2 thesis proposals due
	03		Fri	Student flats inspection [SHC/OHS]
	10		Fri	Public Holiday: Fiji Day
	15		Wed	Due date: closing date for 2015 MTh/ BD applications
	23		Thur	Public Holiday: Diwali
	24		Fri	Board of Graduate Studies
	27-31		Mon-Fri	<i>Last week of lectures</i>
	31		Fri	Etina Havea Centre break-up
November	03-07		Mon-Fri	Assessment Week
	10		Mon	SBA elections
	12		Wed	Final Year Students & Spouses Retreat
	13		Thur	Due date: grades to be submitted to the Registrar's Office
	14		Fri	Final Faculty meeting
	16		Sun	Christmas Service
	17-19		Mon-Wed	Executive Meeting
	19		Wed	College Feast
	20		Thur	Graduation
	22		Sat	<i>College Year Ends</i>
	28		Fri	Fiji schools: third term ends

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ABOUT THE COLLEGE

MISSION STATEMENT

The Pacific Theological College is an ecumenical tertiary theological institution that serves the churches of the Pacific region.

PURPOSES AND OBJECTIVES

- To be a means of making evident and strengthening our obedience towards the visions of ecumenism and oneness in Christ.
- To share with the world the 'Pacifinness' and distinctive insights which God has given to Pacific Christians.
- To make available to the world the College's missiological focus as reflected in its curriculum and programmes.
- To assist in providing for the Pacific churches a highly trained indigenous ministry and leadership.
- To provide biblical, theological, and ecumenical training to the various contexts of the Pacific, its cultures and current situations.
- To enrich the community by the presence of faculty and students from various backgrounds sharing the gifts which God has given to each; thus enabling the churches of the Pacific to be led to a deeper gratitude for the richness of God's grace and to a readier obedience to God's will.
- To provide advanced theological study, research and the pursuit of academic excellence in Pacific contexts in order to serve the needs of the Pacific Churches in their co-operative ministry and mission.
- To provide and work towards professionalism in practical ministries, especially in training for mission, Christian education, pastoral care and counselling, worship and liturgy, spirituality, homiletics and evangelism.

DOCTRINAL BASIS

The doctrinal basis on which the churches co-operate in this College is the faith of the Church catholic as it is expressed in the Bible and the Apostles' and Nicene Creeds. We believe that the Holy Spirit continues to interpret this faith in the life and witness of the participating Churches.

ACCREDITATION

The Pacific Theological College is recognized by the Fiji Higher Education Commission. Also, the Master of Theology and Bachelor of Divinity degrees at PTC are accredited by the South Pacific Association of Theological Schools.

A BRIEF HISTORY OF PTC

IN THE BEGINNING

Striking social, economic and political changes in the Pacific region in the fifteen years following World War II stimulated the various island churches and missions to confer regarding questions facing the church about its own life and about its responsibility to the communities in which each denomination and mission found itself.

With the help of the International Missionary Council, conferences with Pacific-wide participation were held in April and May of 1961. These recognised the need for a central institution which would provide theological education at a higher level than was available within the Pacific at that time, an education which in a number of ways would better prepare leaders for the churches in the new Pacific that was coming into being.

The Dudley House consultation, which was specifically on theological education, made plans to enlist the cooperation of all church bodies involved in theological training in the Pacific for a central educational institution, and in September 1962 a negotiating committee met in Suva and drew up specific, detailed proposals for the founding and operation of such a college. PTC thus became the first educational institution, secular or religious, within the region to offer studies at degree level and award an internationally accepted degree.

FOUNDING CHURCHES

The participating churches which gave initial formal agreement to and support for the founding of the Pacific Theological College (PTC) came from four denominational traditions: Anglican, Congregational, Methodist, and Presbyterian/Reformed (Église Évangélique). During the preliminary stages and at various times subsequently, Lutherans and churches representing unions among various traditions have also supported the College. These several traditions are represented on the governing body of the College, the

College Council. The following Churches are the owners of the Pacific Theological College:

The Anglican Diocese of Polynesia, The Anglican Church of Melanesia, The Congregational Christian Church in Samoa, The Congregational Christian Church in American Samoa, The Cook Islands Christian Church, The Ekalesia Kelisiano Tuvalu, The Ekalesia Niue, The Kiribati Protestant Church, The Nauru Congregational Church, The Evangelical Lutheran Church of Papua New Guinea, The Free Wesleyan Church of Tonga, The Methodist Church in Fiji and Rotuma, Samoa Methodist Church, The Presbyterian Church of Vanuatu, The Etaretia Porotetani Maohi, L'Eglise Evangelique en Nouvelle Calédonie et aux Iles Loyautés, The United Church in Papua New Guinea, The United Church in the Solomon Islands, The United Church of Christ in the Marshall Islands and The United Church of Christ in Pohnpei.

THE COUNCIL OF PTC

The Council of PTC has overall authority to determine the policies and finances of the school, and through its Executive (which is appointed by the Council) assists the Principal and staff to implement its decisions and to see to the ongoing programme of the College.

The Principal of the College, subject to Council directives and constitutional provisions, has final control of all the internal affairs of the PTC and responsibility for its common life and the academic and religious welfare of all students. The Principal works very closely with his colleagues in the Faculty in carrying out these responsibilities, and the teaching staff share in the administration when asked. At present, six full-time lecturers deliver the academic programme, together with contributions from the Principal, the Director of the Institute for Research and Social Analysis, the Director of the Education by Extension Programme and a few outside assistants.

These together with the Registrar, Director of God's Pacific People Programme, Director of Finance & Administration, qualified faculty spouses tutoring in the Women's Fellowship Development Programme, office staff, support staff and Etina Havea staff comprise the thirty plus staff of the College. The teaching staff is assisted in maintaining standards of teaching and examination by a Board of Graduate Studies which includes representatives from the University of the South Pacific and the (Roman Catholic) Pacific Regional Seminary. Over the years, as these institutions have come into being and grown, PTC has established a working relationship with both in a number of areas.

By the authority of the Council, PTC awards the following degrees, certificates and diplomas to those who have completed the set requirements:

- Certificate in Women's Ministry Studies
- Certificate in Women's Ministry Studies & Theology
- Certificate in Theological Studies [only via PTCEE]
- Diploma in Theological Studies [only via PTCEE]
- Bachelor of Divinity
- Undergraduate Certificates
- Post-Graduate Diploma in Theology
- Master of Theology
- Doctor of Philosophy

The MTh programme began in 1987 with a concentration on Pacific Church History. Programmes in other disciplines have been added since: Biblical Studies in 1989, Church Ministries in 1992 and Theology in 1993. From 1999 onward, an integrated MTh programme has been offered. Since 1993, all MTh students who complete the first year of the programme with a grade average of at least a C are awarded the Post-Graduate Diploma in the discipline being studied. In 2004, PhD studies were introduced in partnership with Charles Sturt University (Australia). The agreement was reviewed in 2007 and the College Council, having deliberated carefully on the matter decided to terminate PTC's participation. During the same meeting, the Council further decided that as from 2008, PTC will offer its own PhD programme. It is worth pointing out that the thesis component of all postgraduate work at PTC is entirely externally examined to safeguard the College's international standing.

THE COLLEGE CHAPEL

The College Chapel was built by contributions from all the Christian churches of the Pacific, including the Roman Catholic Church. In December, 1968 it was dedicated to the memory of the hundreds of Islander missionaries who proclaimed the Gospel across the full expanse of the Pacific. As each church made its contribution, it also presented a list of as many of its own missionaries as



could be remembered who went overseas to other island groups, and these names were inscribed on a scroll which is kept in the College archives.

FORMER PRINCIPALS

1966-1971: The Reverend Dr George A. F. Knight

From the opening of the college in April 1966 under the leadership of the first Principal, the Rev Dr George A. F. Knight, PTC established an international reputation for quality theological education at degree and diploma levels, particularly in the three core areas of Biblical Studies (including biblical languages), Theology, and History of Christianity. At that time the buildings on campus (the teaching and office block, single students' dormitory, staff houses, and the first married students' flats) were completed with the help of a block grant from the Theological Educational Fund (now Ecumenical Theological Education or ETE) of the World Council of Churches, as well as contributions from mission boards, and individual donors. During that time, funds were also raised for a fine library building which now graces the College.

1972-1976: The Reverend Alan Quigley

He encouraged the development of the Field Work Programme, and emphasised Pastoral & Development Studies. More attention was given to the Pacific orientation of the curriculum and College life.

1977-1981: The Reverend Dr Sione 'Amanaki Havea

The Pacific orientation of the curriculum and the broader development of College life were brought to fuller fruition during his tenure as Principal. A unique Women's Programme was developed for student wives and other women involved, besides the establishment of the Programme, the building of a child-care centre and more flats for couples and single women.

1982-1988: The Reverend Ilaitia Sevati Tuwere

Became the fourth Principal of the College at a time when new opportunities and challenges had presented themselves - particularly a request to develop a graduate programme at Master's level. Under his leadership this programme was begun. In 1989 he left to undertake further studies at the Melbourne College of Divinity. He returned to PTC in 1993 to take up a lecturing position in Theology.

1989-1991: The Reverend Dr Sione Latukefu

During his three years as principal much was accomplished, including extensions to the Etina Havea Centre, the building of six student flats, two classrooms and four staff offices, the beginning of the Women's Centre, and the strengthening of the academic programme. For health reasons, Dr Latukefu was forced to cut short his stay at the College at the end of 1991.

1992-1994: The Reverend Dr Faitala Talapusi

He facilitated the development of the new contextual curriculum.

Jan.-Dec. 1995: The Reverend Dr Samiuela Toa Finau

Was Acting Principal.

1996-2001: The Reverend Dr Jovili Iliesa Meo

At the November 1995 Council meeting, the Rev Dr Meo was appointed as the seventh Principal of the College. Under his leadership the development of the extension programme and the extension of the main building to house the extension programme saw fruition. His tenure also saw the extension of the College Chapel to cater for the increasing number of the PTC community. He also helped to establish the God's Pacific People Programme.

Jan. 2002- Present: The Reverend Dr Uili Feleterika Nokise

The Reverend Dr Nokise became the eighth Principal of the College.

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COLLEGE PERSONNEL

A. ADMINISTRATION

Principal	Uili Feleterika Nokise
Academic Dean	Holger Szesnat
Registrar	Selai R. Tuidrokadroka

Finance & Administration Staff

Director	Nilesh Sharma
Finance Officer	Sanjeet Pratap Singh
	Areena Lal
	Nalini Shobna Devi
Receptionist	Susanna Bainivalu
Bookshop / Student Support Officer	Ekari M. Sau
Computer Systems Technician	Saimoni Katonivere

Maintenance Staff

Supervisor	Sereki Naitasi
Handyman/Carpenter	Surendra Prasad
	Nemani Qio Nasiliece
	Esira Koroï
Groundsmen	Kiniviliame Mataki
	Mosese Volavola
Cleaners	Semi Vatu
	Finau Madanawa

Etina Havea Kindergarten Staff

Supervisor/Teacher	Niru Raj
Pre-school Assistant Teacher	Tokasa Mawi

Jovili Meo Mission Center Staff

Manager	Arieta Tirikula
Cleaners	Kasanita R. Keppel
	Finau Madanawa

B. FACULTY



Rev Dr Feleterika Nokise
Principal



Ms Selai Tuidrokadroka
Registrar



Nilesh Sharma
Director: Finance &
Administration



Ms Nalini Premadish
Librarian-in-training



Rev Rosalyn Nokise
Director: GPP



Dr Manfred Ernst
Director: IRSA

(Appointment Pending)
Director: PTCEE



Dr Holger Szesnat
Academic Dean &
HoD: Biblical Studies



Rev Dr Anton Knuth
HoD: Church History



Rev Dr Gwayaweng Kiki
HoD: Ministry

(Appointment Pending)
HoD: Theology & Ethics

(Appointment Pending)
Lecturer in Ethics and
Theology

(Appointment Pending)
Lecturer in Old
Testament Studies

C. TEACHING FACULTY MEMBERS

In January 2014, a new four-tier faculty job title structure will come into effect (lecturer / senior lecturer / associate professor / professor). The assessment of existing staff is pending; the following list uses the job title structure of 2013.

I. DEPARTMENT OF BIBLICAL STUDIES

Head of Department; Senior Lecturer in Biblical Studies / New Testament

Holger Szesnat, BA(Hons), MA, PhD (University of KwaZulu-Natal, South Africa). Member of the Anglican Church, Diocese of Polynesia. At PTC from September 1998 to August 2001, and again since January 2010.

Lecturer in Biblical Studies / Old Testament

Appointment pending.

II. DEPARTMENT OF CHURCH HISTORY

Head of Department; Lecturer

Anton Knuth, CandTheol, CandMin (Evangelical Lutheran Church of Hamburg, Germany), DrTheol (University of Hamburg, Germany). Minister of the Evangelical Lutheran Church in Northern Germany. At PTC since April 2011.

(Part-time) Senior Lecturer

Uili Feleterika Nokise, *BA* (Victoria University, Aotearoa New Zealand); *BD*, *MTh* (Otago University, Aotearoa New Zealand), *PhD* (Australian National University). Minister of the Presbyterian Church of Aotearoa New Zealand. At PTC since May 1998.

III. DEPARTMENT OF CHURCH MINISTRY

Head of Department; Senior Lecturer

Gwayaweng Kiki, *BTh* (Martin Luther Seminary, PNG); *MA* (Wartburg Theological Seminary, USA); *PhD* (Charles Sturt University, Australia). Minister of the Evangelical Lutheran Church of PNG. At PTC since April 2011.

(Part-time) Senior Lecturer

Uili Feleterika Nokise, *BA* (Victoria University, Aotearoa New Zealand); *BD*, *MTh* (Otago University, Aotearoa New Zealand), *PhD* (Australian National University). Minister of the Presbyterian Church of Aotearoa New Zealand. At PTC since May 1998.

(Part-time) Senior Lecturer

Manfred Ernst, *DiplPol*, *DrPhil* (University of Hamburg, Germany). Member of the Evangelical Lutheran Church in Württemberg (Germany). At PTC from January 1991 to April 1994, and again since August 1998.

IV. DEPARTMENT OF THEOLOGY & ETHICS

Head of Department

Appointment pending.

Lecturer

Appointment pending.

V. TEACHING FACULTY SUPPORT OFFICER

Michael Kafonika, *BD*, *MTh* (Pacific Theological College). Member of the Methodist Church in Fiji & Rotuma. At PTC since November 2013.

D. PROGRAMME PERSONNEL

I. INSTITUTE OF RESEARCH AND SOCIAL ANALYSIS [IRSA]

Director

Manfred Ernst, *DiplPol*, *DrPhil* (University of Hamburg, Germany). Member of the Evangelical Lutheran Church in Württemberg (Germany). At PTC from January 1991 to April 1994, and again since August 1998.

Programme Development Officer

Raki Tigarea, *BD* (Davuilevu Theological College, Fiji); *MTh* (Pacific Theological College). Minister of the Methodist Church in Fiji & Rotuma. At PTC since January 2012.

Office Assistant

Raijieli Uluinaceva. Member of the Methodist Church in Fiji & Rotuma. At PTC since August 2008.

II. PTC EDUCATION BY EXTENSION [PTCEE]

Director

Appointment pending.

Office Assistant

Salome Naikula. Member of the Methodist Church in Fiji and Rotuma. At PTC since July 2013.

III. GOD'S PACIFIC PEOPLE [GPP]

Director

Rosalyn Coventry Nokise, *BA* (Victoria University Wellington, Aotearoa New Zealand); *MTh* (Pacific Theological College). Priest of the Anglican Church (Diocese of Polynesia). At PTC since January 2004.

Programme Development Officer

Raki Tigarea, *BD* (Davuilevu Theological College, Fiji); *MTh* (Pacific Theological College). Minister of the Methodist Church in Fiji & Rotuma. At PTC since January 2012.

Administrative Assistant

Arieta Tirikula, Member of the Methodist Church in Fiji and Rotuma. At PTC since September 2001.

Programme Assistant

Linieta Lalanabaravi, Member of the Methodist Church in Fiji and Rotuma. At PTC since March 1987.

IV. WOMEN'S FELLOWSHIP DEVELOPMENT PROGRAMME

Administrator / Co-ordinator

Sosefo Tigarea, *CertTheolSt* (Pacific Theological College), Member of the Methodist Church in Fiji & Rotuma. At PTC since January 2012.

V. LIBRARY

Librarian-in-training

Nalini Premadish, *CLIS, DLIS, DECE* (University of the South Pacific, Fiji). Member of the Sanatan Faith Community. At PTC since December 2003.

Library Assistant

Sanjini Lata, *CLIS, DLIS* (University of the South Pacific, Fiji). At PTC since February 2012.

Library Assistant

Akosita Charlotte Tuitakali, *CLIS, DLIS* (University of the South Pacific, Fiji). At PTC since January 2014.

VI. ADJUNCT FACULTY MEMBERS

<p><i>Biblical Studies</i></p> <p>Rev Dr Vicky Balabanski (Flinders University, Australia)</p> <p>Rev Dr Jione Havea (United Theological College, Australia)</p> <p>Rev Dr Tevita Havea (Tonga)</p> <p>Rev Dr Kathryn Imray (Murdoch University, Australia)</p> <p>Prof. Jonathan Lawrence (Canigius College, USA)</p> <p>Rev Dr Peniamina Leota (Malua Theological College, Samoa)</p> <p>Rev Prof.em. William Loader (Perth, Australia)</p> <p>Rev Dr Mose Mailo (Piula Theological College, Samoa)</p> <p>Prof. Sean McDonough (Gordon-Conwell Seminary, USA)</p> <p>Rev Dr Afereti Uili (Malua Theological College, Samoa)</p> <p>Rev Dr Nasili Vaka'uta (University of Auckland, Aotearoa New Zealand)</p>	<p><i>Church Ministry</i></p> <p>Rev Dr Olli-Pekka Lassila (Helsinki, Finland)</p> <p>Rev Dr Lee Levett-Olson (Nungalinya College, Darwin, Australia)</p> <p>Rev Dr Jovili Meo (Sydney, Australia)</p> <p>Rev Dr Moreli Niutoa (Kanana Fou Theological Seminary, American Samoa)</p> <p>Father Dr Michael O'Connor (Pacific Regional Seminary, Fiji)</p> <p>Rev Dr Moehenoa Puloka (Tonga)</p> <p>Prof. Gert Rüppell (University of Bielefeld, Germany)</p> <p>Dr Asenate Samate (Tonga)</p> <p>Rev Dr Fa'alepo Tuisuga (Malua Theological College, Samoa)</p> <p>Rev Dr David Willsher (Charles Sturt University, Australia)</p>
<p><i>Theology & Ethics</i></p> <p>Rev Dr James Haire (Charles Sturt University, Australia)</p> <p>Most Rev'd Dr Winston Halapua (Diocese of Polynesia, Fiji)</p> <p>Rev Dr Here J. Hoiore (Hermon Theological College, Tahiti)</p> <p>Rev Dr Jovili Meo (Sydney, Australia)</p> <p>Rev Dr Mikaele Paunga (Pacific Regional Seminary, Fiji)</p> <p>Rev Dr Clive Pearson (United Theological College, Australia)</p> <p>Rev Dr Koru Tito (Kiribati)</p> <p>Rev Dr Sevati I. Tuwere (Aotearoa New Zealand)</p> <p>Rev Dr David Willsher (Charles Sturt University, Australia)</p>	<p><i>Church History</i></p> <p>Rev Prof.em. Ian Breward (Melbourne, Australia)</p> <p>Fr. Dr John Broadbent (Wellington, Aotearoa New Zealand)</p> <p>Dr Helen Gardner (Deakin University, Australia)</p> <p>Dr Neil Gunson (Canberra, Australia)</p> <p>Dr Raeburn Lange (Christchurch, New Zealand)</p> <p>Dr Andrew Thornley (Sydney, Australia)</p> <p>Dr Matt Tomlinson (Australian National University)</p> <p>Rev Dr Eteuati Tuioti (Piula Theological College, Samoa)</p>

ACADEMIC POLICIES

A. SYSTEM OF GRADING

1. The following system is used to grade students' work. It should be noted that the standards for each course, including the relation between assignments set during the semester, end-of-semester examinations (if any), and/or term or research papers, are set by the lecturer concerned.

Grade	Category	Points	Classification
90+	A+	10	Outstanding
85+	A	9	Excellent
80+	A–	8	Very Good
75+	B+	7	Good
70+	B	6	With Merit
65+	B–	5	Fair
60+	C+	4	Adequate
55+	C	3	Pass
50+	C–	2	Marginal pass
45+	D	0	Not a Pass (must be raised)
Below 45	F	0	Failure (must be redone)
	I	0	Incomplete (completion due)

Grade categories for other requirements:

S	Satisfactory
U	Unsatisfactory
Aud	Audit
W	Withdrawal

‘Successful completion’ of any individual course means a grade above ‘D’, or an ‘S’.

2. Theses (BD; MTh) are graded as follows:

90+	Pass with High Distinction
80 – 89	Pass with Distinction
70 – 79	Pass with Merit
55 – 69	Pass
50 – 54	Pass with Conditions
Below 50	Fail

B. ACADEMIC STANDARDS

1. Grades are given in categories (e.g., A, B-, C+). Grade numbers (0-100), points and classifications are used for further detail or for grade average calculation purposes.
2. Candidates whose cumulative grade average is below C at the end of the first year or at the end of any subsequent term will be placed on academic probation. This status may be removed only by raising the average to C level or above by obtaining higher grades at the later examinations.
3. Students are not permitted to take a full load of courses when carrying more than one I (**Incomplete**) grade from the previous term. Students who carry more than one I grade will lessen their normal course load by one course for each I grade they carry; e.g. a student carrying two I grades will only be able to take two courses. Such a situation can be avoided by the student completing the incomplete courses before the end of week two (course change deadline) of the new **semester half**.
4. An **I grade** not made-up by the week preceding the next registration week will be changed automatically to an F by the Registrar at the beginning of that registration week. Students who receive one or more I grades in two consecutive **half semesters**, or more than two I grades in any one **half semester**, will undergo a review by the Dean, who will assess their ability to continue in the programme in which they are enrolled.
5. An **F** grade in a course means that the student must repeat the course and pass it. Whether or not the student has to attend all classes will be determined by the lecturer concerned.
6. A **D grade** in a required course means that the student has to raise the grade by re-sitting the examinations and/or by submitting assignments as assigned by the lecturer concerned.
7. A student may request **an upgrade** of a final mark for a course under the following conditions: 1) The student must make the request within one week of the release of the marks of the first and second semester. For the **last half semester**, the upgrade of a final mark for a course will be possible in the first week of the first semester of the following year. 2) The lecturer must then inform the Dean within one week of the request. The Dean will determine the ability of the student to improve

based on previous and present performance. 3) The lecturer will assign the student a substantial piece of extra work, which will have to be completed by week six of the following **half semester**. 4) The mark can only be improved by one letter grade, e.g. from a B-minus to a B. 5) An upgrade of more than one letter mark can only be granted in exceptional circumstances, and must be formally requested in a letter from the student to the Dean.

8. A student who, for some legitimate health reasons, is unable to complete a course, may be assessed on his/her course performance and may be given an “aegrotat” pass at the discretion of the lecturer responsible, in consultation with the Academic Dean. In highly exceptional circumstances beyond the student's control, such as the withdrawal of a student by a sponsoring church during or after Week 5 of a semester-half, a lecturer may also grant a “compassionate” pass, following consultation with the Academic Dean, and with explicit approval of the Faculty in each case. Compassionate or aegrotat passes are not classified or fine-graded; they count as successful completion of a course, but are not taken into account for the calculation of the total grade average for the degree.
9. Assignments will not be accepted after the due date unless the lecturer concerned has been approached beforehand and has given his/her agreement for an appropriate extension of grace period.
10. Written assignments for a course will not normally exceed 4.000 words (degree-level) or 6.000 words (postgraduate level) in total for the whole course. The word count does not include the bibliography.
11. Language courses are not normally for audit since daily preparation of the course work is essential to these classes.
12. **Class attendance:** a student must inform the lecturer ahead of time (if possible) if she/he is unable to attend class. If a student is absent for more than 10% of classes, she/he must bring a medical doctor's certificate to the Registrar. Any further absence will normally have an adverse effect on the student's final grade for the course.

C. COMPUTER LITERACY

Computer courses are offered for all first year students who are not computer literate. Students must satisfactorily complete this course.

D. POLICIES

1. Poor Academic Practice, Plagiarism and Cheating

In Pacific cultural contexts, as elsewhere, the acknowledgement of ownership of property is an expected custom. In the academic setting, failure to abide by the above virtue is recognised as plagiarism and cheating. It is clear that plagiarism and cheating are morally wrong, and academically unacceptable practice. Students, therefore, need to see them as ethical and cultural offences as well as academic misconduct.

a. Plagiarism and poor academic practice are defined at PTC as using someone else's words or ideas without giving clear acknowledgement of the source of those words or ideas. This includes direct copying of single words or groups of words from printed sources such as published books, journals, manuscripts, or any other media (e.g., electronic texts) without acknowledgement. It also includes using ideas that have been read or heard, even when they are presented in different words from those in the original, without acknowledging the source. Plagiarism is a deliberate, intentional act; poor academic practice is unintentional. Both are unacceptable.

- If a lecturer discovers *poor academic practice* in any assignment, the lecturer gives the student one chance to redo the paper. If it happens again, the student receives an 'F' for the course. If it happens again in another time or another course an 'F' grade is given for that course.
- If a lecturer discovers any *plagiarism* in any assignment, the lecturer gives the student one chance to redo the paper. The re-submitted paper will not be graded above 'B'. If it happens again, the student receives an 'F' for the course. If it happens again in another time or another course an 'F' grade is given for that course.
- If a student believes that he/she has been wrongly charged with plagiarism or poor academic practice, an appeal can be made through the student's adviser to the Principal who will begin an appeal process, which will involve the Academic Advisory Committee. This committee will make a recommendation to the full faculty, who shall make a final decision.
- The Academic Dean will maintain a list of students of who have produced work deemed to constitute poor academic practice or plagiarism.

- b. **Cheating** is understood as any dishonest act in which a student deliberately deceives others in order to gain an unfair advantage. This includes looking and copying another student's work with or without permission of the student who did the work originally.
- If a staff member determines a student has cheated, he or she will first discuss the matter with the student concerned. If the student denies the charge, an appeal can be made through the student's adviser to the Principal who will begin an appeals process, which will involve the Academic Advisory Committee.
 - If it is determined that cheating has taken place, a grade of "F" will be given to the assignment or examination in question and the matter will be reported to the Principal. The case may be brought to the faculty at the discretion of the Principal.

2. **Registration**

- The student **must** consult his/her adviser on academic planning before registration.
- The student **must** register for every course she/he intends to follow either for credit or audit. If the student is not registered in any course, she/he cannot be given a grade for it.
- Registration **must** be completed by the end of the registration period as scheduled on the College Calendar.
- There will be an additional fee of \$65.00 for late registration.
- Changes to course registration **must** be completed by the second week of lectures each semester, as scheduled in the College Calendar.
- Any student who withdraws from a course after the second week of lectures, a "W" will appear on his/her transcript for the course.
- Any part-time student who withdraws from a course before the fifth week of lectures will be refunded half of the course fee. No refund will be given for any later withdrawal.

Students wishing to audit courses may do so if they have the approval of both the lecturer concerned and their own adviser. Auditing a course carries no credit though the course will appear in the transcript with the appropriate symbol (AU). Textbooks for the course will not normally be issued to those who audit unless special arrangements are made.

3. Submission of student's marks/grades

Lecturers will submit marks for each semester-half in the first week of the following semester-half. Marks for semester-half 2B will be submitted to the Registrar on the Thursday following Assessment Week.

4. Awarding of Degrees

Requirements are set as criteria for a successful completion of any of the degrees. These requirements have to be satisfied fully prior to the awarding of the degree in question. The certificate, diploma, and the degree or the academic transcripts shall **not** be issued to students who have not settled their debts in full.

5. Thesis Statement and Copyright Statement

Every thesis written as part of the requirements for a particular degree programme must include a signed thesis statement with the following wording:

I, the undersigned, hereby declare that this thesis, which is approximately words in length, excluding the bibliography, has been written by me, that it is the result of work carried out by me, and that it has not been submitted, either in whole or in part, in any previous written work for an academic award at this or any other academic institution.

I also declare that this thesis has not used any material, heard or read, without academically appropriate acknowledgment of the source.

Signed: _____

Date: _____

Once the thesis has been examined, and any changes approved by Faculty, the following copyright statement is to be attached to the copy of the thesis lodged in the library of PTC:

I, the undersigned, hereby grant limited copyright to my thesis or dissertation to the Pacific Theological College. The College is entitled to

- make printed copies available for fair academic use in the library of the College, and, if the College so chooses, to make printed copies available, in part or as a whole, to individual researchers or institutions;

- make electronic copies available for fair academic use, either online (by the College itself or via another institution) or in other electronic formats.

I understand that, notwithstanding the above, the College will not publish my work for commercial purposes, that I have copyright of my work and am therefore at liberty to publish my work independently, with or without revision, in part or as a whole.

Signed: _____

Date: _____

DOCTOR OF PHILOSOPHY PROGRAMME

NATURE AND CHARACTER OF THE DEGREE

The degree of Doctor of Philosophy (PhD) is awarded on the basis of a researched thesis successfully completed and approved by the appropriate authority. The thesis should provide evidence of the candidate's ability to do independent research and to make an original contribution to existing body of knowledge in the area of study.

PURPOSE AND OBJECTIVES

The PhD degree provides the opportunity for the candidate to pursue independent research in a specialised topic that reflects scholarly, Pacific and ecumenical interests. There is expected an original contribution to be made in that particular field of study. The quality of the research should be of a kind expected of a conscientious and diligent student to produce within the timeframe designated for the degree, to be completed under the regulations for fulltime and part-time studies.

REGULATIONS

A. ADMISSION PROCESS

1. Admission to the PhD programme is subject to the approval of the Principal on the recommendation of the Board of Graduate Studies.
2. Applications may be made at any time.
3. Applicants must complete the prescribed form from the Registrar's Office.
4. Every applicant must provide required academic transcripts and any other evidence of ability to undertake independent research in the area of proposed study. Such evidence shall include the following:
 - i. A Master of Theology degree or equivalent, with a B+ average or above in the appropriate research component from an accredited institution;
 - ii. A successfully completed English proficiency test before or within the six months of application. English skills competency (IELTS) test score is at least 6.0 .
5. The Registrar, on receiving the prescribed application form, will check to ensure that all required details are included BEFORE the

application is forwarded to the Academic Dean. If the form is incomplete, it will be returned to the applicant for completion and resubmission.

6. The Academic Dean on receiving the completed application form from the Registrar, shall convene a meeting of the Board of Graduate Studies to discuss the application and appoint a supervisor.
7. The Board of Graduate Studies, after full discussion of the application, will forward a recommendation to the Principal for approval.
8. The Principal through the Registrar's Office, will notify the applicant, home church and/or sponsor of the recommendation of the Board of Graduate Studies, as to whether or not the applicant is offered a place in the programme.
9. If the application is rejected, the applicant may lodge an appeal to the Board of Appeal within 20 working days of receiving the notice.
10. The Board of Appeals' decision is final.
11. Successful applicants, on receiving their offer of a place in the program, must notify in writing to the Registrar of his or her acceptance of the offer within 20 working days of receipt of the offer.

B. CANDIDATURE

1. A student admitted to the degree programme shall be on probation for one year, and the student must produce a thesis proposal within six months of enrolment. The proposal must be recommended by the Head of Department to the Academic Dean for approval.
2. A student who would like to specialise in Biblical Studies should have at least a basic proficiency in one biblical language (Hebrew or Greek), depending on the field of research chosen. Hebrew and Greek challenge exams will be offered at the beginning of a student's studies at PTC. Those who do not pass will need to take and pass introductory language courses in either Hebrew or Greek at BD level.
3. A student shall present annually a seminar paper, with the approval of the supervisor, on a part of his/her research.
4. Confirmation of official candidature for full-time students shall occur only after one year of full-time studies, and on receipt by the Academic Dean from the supervisor of a satisfactory thesis proposal and progress report.

5. If confirmation of official candidature is not approved for a full-time student, a provisional confirmation may be granted for a further period of up to one year provided a satisfactory progress report has been received by the Dean within or at the end of the designated extended period.
6. Confirmation of official candidature for part-time students shall occur after two years of part-time studies; and on receipt by the Academic Dean from the supervisor of a satisfactory thesis proposal and progress report.
7. If there is no confirmation of candidature for a part-time student, a provisional confirmation may be granted for a period up to two years, provided a satisfactory progress report has been received by the Dean by the end of the designated extended period.
8. If the candidature for a full-time student is still not granted after the one year extension period the student shall be required to withdraw from the programme.
9. If the candidature for a part-time student is still not granted after the two-year extension period, the student shall be required to withdraw from the programme.

C. DURATION OF STUDIES

1. Full-time Study

Enrolment should be on a fulltime basis if the programme to be followed represents the principal activity of the candidate. Full time study is no less than 3 years and no more than 6 years.

2. Part-time Study

Enrolment should be on a part-time basis if the programme to be followed does not represent the primary activity of the candidate. Part time study may be completed in no less than 5 years and no more than 8 years.

D. SUPERVISORS

1. The Board of Graduate Studies, on the recommendation of the Academic Dean, in consultation with the relevant Head of Department, shall appoint a supervisor for the student. The Academic Dean, in consultation with the supervisor and the faculty, may appoint

secondary supervisors to assist the supervisor with specific aspects of candidate's research. Any such supervisors that are not members of the College's teaching faculty shall be remunerated for their work.

2. During the first six months of the student's studies, the supervisor will work with the candidate on his/her thesis proposal. At the end of six months, this thesis proposal shall be submitted to the Academic Dean for approval.
3. In the case of a dispute between a candidate and a supervisor, which cannot be satisfactorily resolved by the Academic Dean, the Board of Graduate Studies shall have discretion to replace the supervisor.
4. For duties / expectations of supervisors and supervisees, see the College document entitled *Responsibilities of Supervisors and Responsibilities of Candidates*.

E. PROGRESS REPORTS

1. While a student is on probationary period, progress reports signed by the student's supervisor and the head of department shall be submitted to the Academic Dean on a six monthly basis.
2. Once the candidature has been confirmed, reports shall be submitted on an annual basis.
3. If a progress report is unsatisfactory, the Board of Graduate Studies, may, after appropriate consultation, recommend to the Principal to terminate the candidacy.
4. Progress report must include objectives and time frames for the student's work.

F. COMPLETION AND SUBMISSION OF THE THESIS

1. A candidate may not present a thesis which has previously been submitted for another Degree.
2. A thesis shall be about 100,000 words of text (inclusive of footnotes/endnotes), excluding appendices, and bibliographies.
3. The candidate and the supervisor should be in agreement that the thesis is ready for submission. The Supervisor then advises the Academic Dean through writing of such intention a month prior to submission.
4. Four bounded copies of the thesis shall be submitted for examination in accordance with the regulations as set out in the section "*Presentation and Defence*".

5. On receiving the four copies, the Academic Dean is to acknowledge through a letter to the student and the supervisor that the thesis has been submitted.
6. A written report from the supervisor must accompany the four copies of the thesis using the appropriate form for such a report.
7. The Academic Dean arranges for copies of the thesis to be released to members of the Board of Examiners.

G. EXAMINATION OF THESIS

1. Examiners

- a. A student's thesis shall be examined by three qualified examiners who are appointed by the Board of Graduate Studies on the recommendation of the Academic Dean after having consulted the Head of Department and the supervisor.
- b. A supervisor or an ex-supervisor cannot be appointed as an examiner.
- c. The Board of Graduate Studies appoints and authorises an independent Convener:
 - to convene the Board of Examiners;
 - to chair the Oral Defence; and
 - to announce the results of the oral defence and/or any further action to be taken.
- d. The Convener and the Examiners constitute the Board of Examiners.
- e. The Convener is not an examiner of the thesis but a person who co-ordinates the Examiners' reports and submits a written report on the recommendation of the examiners.
- f. The identities of the examiners are not divulged to one another, nor to the candidate, until after their reports have been submitted.

2. Presentation and Oral Defence

There are two main components of the Defence process:

- a. Written Report (Evaluation)
 - Each Examiner shall provide a written report on the thesis, within eight weeks of having received it, using the Examiner's Evaluation Form with a preliminary recommendation towards a final result.
- b. Oral Defence
 - An oral defence is required within three months of submission of the thesis.
 - The subject of the oral defence is the thesis of the candidate.

- The Convener of the Board of Examiners chairs the oral Defence of the thesis.
- Preferably all three examiners, but at least two must be present in the oral Defence, with one of them being the examiner from the Pacific Islands.
- Oral Defence is to be held at the Pacific Theological College. On an exceptional situation, an appropriate venue may be arranged with the approval of the Board of Graduate Studies.
- The candidate must pass the oral defence and have the thesis 'accepted' (with or without conditions; see section H.2.) in order to qualify for the degree.
- Once all examiners' reports are received and the date of the oral defence is set, the candidate will be informed of the date, the names of the examiners, and the content of the examiners' comments on the thesis, but not the preliminary recommendation towards a final result (see section G.2.a.). The candidate is not permitted to communicate with the examiners in respect of the examination process until the entire examination process is complete, apart from the necessary interaction during the oral defence itself.
- At the end of the oral Defence, the Board of examiners recommendations are announced publicly by the Convener of the Board of Examiners.

H. RESULTS OF EXAMINATION

1. The results of the Defence are publicly declared by the Convener at the venue of defence.
2. The following conditions are to accompany the result of the examiner's assessment. (See also the **Academic Guidelines** above).
 - accepted with a pass.
 - accepted with minor editorial corrections (the corrections required are minor and can be completed within a month. The convener to check that the corrections have been made satisfactorily);
 - accepted after amendments have been made to the satisfaction of the Convener of the Board of Examiners in consultation with members of the Board. (The amendments required can be completed within three months.)

- to be revised and resubmit for examination. (The thesis is not of the required PhD standard and requires substantial revision involving up to six months of work or more.)
- rejected with no right of resubmission. (The thesis is not of the required PhD standard and there is no likelihood that a revision will bring it up to that standard.)

I. INFORMING THE CANDIDATE OF THE RESULTS

1. Once the results are decided, the Convener declares the results.
2. If the thesis requires further work, then the recommendations from the Board of Examiners shall accompany the Academic Dean's letter of notification to the candidate and the Supervisor.
3. In case of a 'rejection' of the thesis, the candidate has the right to appeal, within ten working days, the decision to the Board of Appeal.
4. The Board of Appeal shall meet at the earliest to consider this appeal; its decision shall be final.
5. The Board of Appeal shall consist of three qualified persons appointed by the Principal.

J. CONFERRAL OF THE DEGREE

1. The Council (or Executive) awards the Degree by endorsing the Board of Examiners' Examination recommendation.
2. The Chairperson of the Pacific Theological College Council will confer the Degree on the successful candidate during the annual graduation ceremony of the College.

MASTER OF THEOLOGY PROGRAMME

The PTC Master of Theology (MTh) programme began in 1987 and is accredited by SPATS. The programme is available full-time or part-time, and admission is usually granted only at the beginning of every academic year.

Purpose

The MTh is an advanced postgraduate programme that consists of rigorous and integrated biblical, theological, pastoral/ministerial and historical studies intended to equip the student to serve in our *Pacific* church context in the modern world in specialised areas of ministry. It provides advanced education in selected fields of theological study to enable the student to become better equipped for theological teaching, for a particular form of Christian ministry in the Pacific, to pursue an academic interest, or for the general enrichment of his/her Christian life and work. The programme leads the student into the fields of contextualisation of theological interpretation and expression of the Christian faith. When taken as a full-time programme, the MTh takes two years to complete. For each student, the MTh programme involves a special focus in one of the following disciplines:

- Old Testament Studies
- New Testament Studies
- Church History
- Theology and Ethics
- Ministry.

Objectives

On completion of the MTh, students will be able to:

- Research issues of concern to Pacific churches.
- Critically analyse data and interpret it appropriately.
- Contextualise theology and faith expressions in their own cultural context.
- Make Oceanic contributions to theological knowledge.
- Teach theology up to BD level.
- Do further specialized research and studies.

General Admission Requirements

Applicants to the MTh programme should preferably have at least two years of experience in some form of full-time Christian ministry after completing their BD or other university degree(s). Church-sponsored applicants require endorsement by the head of a recognised denomination and must have guaranteed financial support. Private students may be admitted, provided they fulfil the appropriate entrance criteria. Priority will be given to church-sponsored students.

Definitions

Church-sponsored student: one who has been endorsed, sent and sponsored by a church. **Privately-funded student:** one whose fees are not paid by the church. **Residential student:** one who lives on the PTC campus. **Part-time student:** one who takes no more than four courses per semester.

Academic Admission Requirements

In addition to the general admission requirements, applicants also need to fulfil the following academic requirements. The applicant:

1. should have graduated with a Bachelor's degree (3 years full-time equivalent) not more than 10 years before applying for the MTh programme, unless the applicant has taught in an academic institution since gaining the Bachelor degree.
2. should have gained at least a B average in the intended area of specialization in the last two years of their BD studies.
3. shall write an academic paper on an appropriate topic set by the relevant department of the College to test their theological knowledge as well as their competence in the intended field of specialization with a minimum of 50% pass mark of this paper. This paper shall accompany the completed application forms.
4. must demonstrate an appropriate standard of English comprehension through an English proficiency assessment administered by the Board of Graduate Studies, and gain at least a 50% pass mark, or a pass mark of 5.5 in an IELTS test.
5. who wishes to specialise in either Old Testament or New Testament Studies must demonstrate at least a basic proficiency in Hebrew or Greek respectively (applicants who fail this test will be required to take and pass introductory classes in either Hebrew 1&2 or Greek 1&2 at BD level).

6. who holds a Bachelor's degree outside the field of theology will be required to successfully complete a qualifying year in theological studies at BD level before formally entering the MTh programme; the grade average of all courses in this qualifying year must be B or better.

Application forms are available from the Registrar's office. Applications for full-time study should be received by October 15, especially if applicants wish to reside on campus.

Requirements for Graduation

The MTh will be conferred on candidates who have:

- successfully completed no fewer than fourteen (14) credit-bearing courses, including the ten specified core course from across the disciplines, as well as four (4) further specialisation courses;
- passed the thesis component;
- for residential students, satisfactorily participated in the spiritual and community life of the College;
- cleared all outstanding debts to the College.

The MTh with distinction will be conferred on candidates who have, in addition to the above:

- successfully completed the course work with an average of no less than A-, and
- earned at least a pass with distinction for their thesis.

Cross Crediting

MTh level courses completed in other theological institutions or universities may be considered for cross-crediting by the Academic Advisory Committee, with the final approval of the faculty. Only courses successfully completed in the ten (10) years prior to the application will be considered for cross-crediting. No more than 50% of the coursework for the MTh programme may be credited in this way.

Programme

The MTh programme is intended to help the candidate do concentrated study and research for the purpose of attaining a certain level of specialisation in a particular theological discipline. The programme involves coursework and a

thesis. All MTh students, regardless of specialization, take the same number of courses overall, and take certain core courses from all theological disciplines. However, specialisation is safeguarded through concentration on a particular discipline, both in the thesis component and in coursework.

Two core courses each are taken from the fields of general academic skills, church history, ministry, as well as theology and ethics. There is only one Biblical Studies core course, since the hermeneutical focus of the theology and ethics core course connects with the Biblical studies core course.

Full-time and Part-time Studies

Full-time students are expected to complete the programme normally in two years. A full time student who has not completed his/her course work and thesis during the second year of study, is expected to complete them within two extra years. She/he, however, make a request in writing for the extension period needed, i.e., not more than two years, from the Department concerned. The Head of the Department will consult with the Academic Dean and the Principal before a recommendation is made to the Faculty for endorsement of whatever decision they have made.

The course work must be completed and the thesis must be submitted within the maximum extension period. If by the end of the extension period these conditions have not been met, the candidate forfeits the degree.

Part-time students are expected to complete the MTh. degree in not more than six (6) years. The part-time student must complete the course work within a period of four years, and submit a thesis within six years of entering the programme.

Remedial Work

A student in the MTh programme may be required to do remedial course work if his/her background in the area of specialisation is considered not adequate.

Practical library skills training and computer literacy training is also available and may be required of individual students, over and above the general academic skills course as well as the thesis skills course.

Probation

All first year Masters students are on probation. To enter the thesis writing stage of the programme, a student must gain, at the end of Year 1, **a B average or above in his/her coursework in the area of specialisation, and**

other courses should have at least a B- grade average. A student who does not fulfil this requirement will normally not be permitted to continue in the MTh programme, but will be offered the opportunity to transfer to the Post-Graduate Diploma programme (see below), or, with the approval of the faculty, to repeat all or part of the MTh Year 1 programme if there are reasonable grounds to believe that the student may be able to achieve the required grade average on a second attempt.

MTh Thesis

The thesis is a vital part of the MTh programme, for it is by the standard of the students' theses that the quality of their degrees will be judged and the integrity of the programme assessed by other institutions.

Every student will undertake research on a topic approved by the Department concerned. In addition to the student's research undertaken during his/her time at PTC, the summer vacation between the first and second years will be used to do field and/or library research either in Suva, in the Pacific country to which the thesis is related, and/or in some other place where relevant materials are located.

The expected length of the thesis is about 30,000 words, which includes the abstract, introduction, text (chapters) and the conclusion.

The following procedure applies from the beginning to the submission of a thesis:

- The candidate must submit a thesis proposal to the theological Department of specialisation. Upon its satisfaction with the proposal, the Department will present it to the Faculty for approval by October 15 of the first year of study, and the title of the proposal shall be sent to the Academic Dean.
- The candidate must make a successful seminar presentation of a chapter or a major section of this thesis during the second year of study. No thesis may be submitted unless its author has satisfactorily done a seminar presentation of his/her thesis.
- A complete draft of the whole thesis (prior to proof-reading) must be given to the supervisor on the 1st of August. Comments will be returned within a fortnight. A complete final draft (after proof-reading) is given to the supervisor by the end of August. Only electronic document formatting issues remain at this stage.

- The thesis must be submitted to the Academic Dean, with the approval of the supervisor, not later than the 9th of September. This is to ensure that it can be marked in time for graduation in November.
- A student who submits his/her thesis after these due date cannot be guaranteed graduation in November of that year.
- In extenuating circumstances, a candidate may request an extension period for submitting his/her thesis. The candidate will request the extension in writing by September 30 of the current year of study. For a full-time candidate, this period will be two years maximum. Only one year of extension will be granted at a time.

A part-time student must submit the thesis within six (6) years of starting the programme.

Theses that have been examined and returned with conditions must be so revised prior to the candidate being awarded the degree.

A thesis that has been examined and deemed failed cannot be re-submitted.

Prizes

The following prizes may be awarded:

- The **Faculty Prize for Distinction in Thesis Work** may be awarded to those whose thesis work achieved distinction or high distinction.
- The **PTC Prize for Overall Academic Excellence** may be awarded to those are awarded the Master of Theology with distinction or higher.
- For each of the four theological departments (Biblical Studies, Theology & Ethics, Church History, Church Ministry), a **Departmental Prize for Excellent Coursework in the Field of Specialisation** may be awarded to the student who has not been awarded the Prize for Overall Academic Excellence, but who has completed all courses in the field of specialisation with the highest average at or over 80%.

COURSE PROGRAMME

The MTh course programme is normally structured as follows:

Year 1

Semester 1A	Semester 1B	Semester 2A	Semester 2B
AS Core 1	CH Core 1	CH Core 2	SC BS, TE, CH, CM
CM Core 1	CM Core 2	AS Core 2	SC BS, TE, CH, CM
TE Core 1	TE Core 2	BS Core 1	BS Core 2
Thesis Seminar	Thesis Seminar	Thesis Seminar	Thesis Seminar

Year 2

Semester 1A	Semester 1B	Semester 2A	Semester 2B
THESIS	THESIS	THESIS	SC BS, TE, CH, CM
			SC BS, TE, CH, CM
Thesis Seminar	Thesis Seminar	Thesis Seminar	Thesis Seminar

AS = Academic Skills; CM = Church Ministry; CH = Church History; TE = Theology & Ethics; BS = Biblical Studies; SC = Specialization Course.

In 2014, TE Core 1 will be taught in 1B, and CH Core 1 in 1A.

Each credit-bearing course requires 100 notional learning hours. Learning hours are the total number of hours the student is expected to work for a course, including contact time (lectures), reading, assignments, examinations, etc. Two core courses each are taken from the fields of general Academic Skills, Biblical Studies, Church History, Church Ministry, as well as Theology & Ethics. Four further specialisation courses are taken in the specific field students wish to specialise in.

CORE COURSE DESCRIPTIONS (2014)

P50CF01 Theological Hermeneutics (TE Core 1)

The course aims to familiarize students with the science of interpreting, and in particular, theological texts, meaning, and sayings. However, interpretation is done not only to texts, (written or oral), but also to art, dance, song and poetry, traditions

and cultural rituals, bodily language etc. In the first place, the course will briefly explore the following: (Greek) classical hermeneutics; the Antiochean (literal) and Alexandrian (allegorical) biblical interpretive schools; the rise of modern theories of hermeneutics in the 19th century in both philosophy (Dilthey, Heidegger, Gadamer, Ricoeur, etc) and especially theology (Bultmann, Barth, Vanhoozer, etc). Secondly, the main component of the course will explore other contemporary approaches to theological hermeneutics, including the following: liberation theological hermeneutics, feminist and narrative theological hermeneutics, and ethnographic and contextual theological hermeneutics. Attempts will be made also to investigate the practices of interpretation in the Oceanian stories; and some preliminary theorizing will be given about the rationale behind such interpretation.

P50CF02 Methods in Ethics (TE Core 2)

This course offers an overview of different interpretative approaches used in foundational ethical analysis. In the first place the course will explore the classical approaches or methods in ethics, including deontological (e.g. Decalogue, Contracts, etc), teleological (e.g. utilitarian, consequential), situational-relational, and virtue. In the second place the course will also explore the use of contemporary literary, narrative and ethnographic methods in ethics. Primary emphasis will be on ethnographic methods with specific focus on the power and influence of cultures in Oceania in ethical analysis. Students will be challenged to develop holistic ways of reflecting on moral experience in the region by using these methods to interpret moral dimensions of Scripture, Pacific songs, stories and art forms, and in-depth conversation with cultural norms in the region.

P40CF01 Sociology of Religion 1 (CM Core 1)

The course introduces students to classical and contemporary theories and approaches from the discipline of Sociology of Religion. Much can be learned about religion from a sociological perspective, from reading classical sociological theories of religious organization and practice, including major theorists like Karl Marx, Max Weber, and Emile Durkheim. This is in order to develop the theoretical perspectives and tools enabling students to gain a greater understanding of how human beings experience religion in groups or through forms created by social organizations. Students will reflect on how the western understanding of Sociology of Religion is relevant to the context of the Pacific Islands to review old and develop new models of ministry in a cross-cultural setting today.

P40CF02 Sociology of Religion 2 (CM Core 2)

The course explores religion's role in shaping people, events, and societies in the contemporary world from a sociological perspective. The relationship of religion and religious institutions to the wider society will be discussed. Here the church and its institutions will be viewed in relation to other institutions, focussing on issues of power, legitimisation and community functioning. Specific attention will be given to processes of secularization and globalisation, the concomitant dynamics of social

change and its effects on the societies of the Pacific Islands. In group work and case study projects the students will be encouraged to design strategies on how the church could and should respond to the various cross-cultural and inter-religious challenges today.

P30CF01 History of the Ecumenical Movement (CH Core 1)

This course introduces the student to the history of the modern ecumenical movement from the time of the 19th century until the formative years of the World Council of Churches (WCC) and into major debates and crucial conflicts in the following three decades. Special attention will be given to the merger of the International Mission Council with WCC and the formation of Regional Council of Churches. We will work mostly with primary sources (documents, speeches and resolutions), so that the course enables the students to work with original documents and to interpret them in the context of their time. The course will focus on the three different roots of the ecumenical movement: mission, social ethics and doctrine.

P30CF02 History of the Ecumenical Movement in the Pacific (CH Core 2)

This course will examine the history of ecumenism in the Pacific from the 1920s when the idea of cooperation amongst the churches was first mooted to the present day. Specifically, the course will trace the history of the three major ecumenical bodies: Pacific Conference of Churches; Pacific Theological College; and, the South Pacific Association of Theological Schools. Ecumenical concerns, problems and challenges that emerged over the years will be examined within the context of the above three organizations.

P20CF03 Biblical Hermeneutics & Interpretation 1 (BS Core 1)

This Biblical Studies core course for the MTh programme offers an advanced orientation to exegetical methods. The question of the relevance of approaches that originated in modern Western culture within a Pacific framework will permeate the course. The course does not assume knowledge of the Biblical languages.

P20CF04 Biblical Hermeneutics & Interpretation 2 (BS Core 2)

This Biblical Studies core course for the MTh programme offers an advanced orientation to the hermeneutical foundations of exegetical methods and their relation to various theological disciplines (e.g. reading the Bible for ethics; ministry; etc.). The question of the relevance of approaches that originated in modern Western culture within a Pacific framework will permeate the course. The course does not assume knowledge of the Biblical languages.

P10CF01 Academic Skills (AS Core 1)

This course will introduce students to essential skills for academic theological work at postgraduate level. The course concentrates on academic reading and writing of theological texts, and of critical thinking as a permeation feature. It creates the foundation for postgraduate theological work on which individual courses in different disciplines can build, and also for the course in research skills offered later in the year.

P10CF02 Research Skills (AS Core 2)

This course is designed to help students develop skills in designing and conducting academic research projects under supervision, including an academic thesis. The course will present practical skills and their theoretical underpinnings as far as they are relevant to research in the theological disciplines.

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BIBLICAL STUDIES

AIMS

1. To provide advanced studies in biblical languages and the literary, historical, anthropological, socio-economic and theological contexts in which the Hebrew and Greek Bibles came into being.
2. To equip the Pacific Churches with biblical scholars trained as communicators of the Word of God, in both the Old and the New Testaments, who can serve in the ministry of the Church and in the elaboration of a biblically-grounded and culturally-aware Pacific theology.

COURSES OFFERED IN 2014

Year 1

P20CF03	Biblical Hermeneutics & Interpretation 1 (Core course)
P20CF04	Biblical Hermeneutics & Interpretation 2 (Core course)
P20SF01	Studies in the Canonical Gospels (SC NT)
P20SF02	Studies in the Letters ascribed to Paul (SC NT)
P20SF04	Studies in Torah (SC OT)
P20SF06	Studies in the Writings (SC OT)
P20MF01	Thesis Seminar 01
P20MF02	Thesis Seminar 02
P20MF03	Thesis Seminar 03
P20MF04	Thesis Seminar 04

Year 2

P70SF01	Thesis 01
P70SF02	Thesis 02
P70SF03	Thesis 03

P20MF05	Thesis Seminar 05
P20MF06	Thesis Seminar 06
P20MF07	Thesis Seminar 07
P20MF08	Thesis Seminar 08
P20SF01	Studies in the Canonical Gospels (SC NT)
P20SF02	Studies in the Letters ascribed to Paul (SC NT)
P20SF04	Studies in Torah (SC OT)
P20SF06	Studies in the Writings (SC OT)

COURSE DESCRIPTIONS

For the **core course descriptions**, see the Core Course section above.

P20SF01 Studies in the Canonical Gospels (SC NT)

While this course addresses the study of all of the canonical gospels, it will usually focus on one or two to allow for some in-depth work. It provides for a broad, advanced introduction to the study of the selected gospel(s), as well as some detailed work. Broader topics that arise from the study of a gospel (for example, Luke and the marginalised) will be undertaken as well as detailed exegetical work on particular passages in Greek. Generic skills applicable to the study of any of the four canonical gospels will form part of the course. The course will normally work on the basis of the Greek text.

P20SF02 Studies in the Letters ascribed to Paul (SC NT)

This course will concentrate on general aspects of contemporary Pauline scholarship (part 1) as well as a particular text (part 2). For example, part 1 would discuss issues such as the so-called ‘new perspective’ on Paul. In part 2, the course might focus on one of the letters of Paul (e.g. Romans, or 1 Corinthians), including some detailed exegetical work based on the Greek text. Generic skills applicable to the study of any of the Pauline letters will be part of the agenda of the course. The course will normally work on the basis of the Greek text.

P20SF04 Studies in Torah (SC OT)

This course provides a broad, advanced introduction to the first five books of the Hebrew Bible known in the Jewish tradition as Torah. Part of the course will also take a special focus either on the study of one of the books of the Torah or on the study of a particular theme running through the Torah. This will entail detailed analysis and interpretation of selected passages from a chosen book or from the books of the Torah as a whole. The course will normally work on the basis of the Hebrew text.

P20SF06 Studies in the Writings (SC OT)

This course provides a broad, advanced introduction to the ‘Writings’ section of the Hebrew Bible. It will usually focus on two ‘books’, such as Psalms and Job. The course will normally work on the basis of the Hebrew text.

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THEOLOGY & ETHICS

AIMS

The MTh in Theology and Ethics is designed to allow and create spaces for Pacific theologians to further reflect on and articulate the Christian faith in the different cultural and historical contexts in the region. Contextualization of theology within Oceania is a focal endeavour. The courses are used to elicit, encourage, and enhance use of local concepts to articulate the central message of Christianity. The basic framework within which the programme operates is the doctrines of creation and incarnation as well as the current world and regional ethical issues.

COURSES OFFERED IN 2014

Year 1

P50CF01	Theological Hermeneutics (Core course)
P50CF02	Methods in Ethics (Core course)
P50SF03	Land and Ecotheology (SC)
P50SF04	Special Ethics: Violence and Wars (SC)
P50MF01	Thesis Seminar 01
P50MF02	Thesis Seminar 02
P50MF03	Thesis Seminar 03
P50MF04	Thesis Seminar 04

Year 2

P70SF01	Thesis 01
P70SF02	Thesis 02
P70SF03	Thesis 03
P50MF05	Thesis Seminar 05
P50MF06	Thesis Seminar 06
P50MF07	Thesis Seminar 07

P50MF08	Thesis Seminar 08
P50SF03	Land and Ecotheology (SC)
P50SF04	Special Ethics: Violence and Wars (SC)

COURSE DESCRIPTIONS

For the **core course descriptions**, see the Core Course section above.

P50SF01 Gospel and Culture (SC1)

It is well established that when the Gospel is expressed and propagated, ever since its beginning, it always has to take into account the particular cultures of the people and the social contexts in those cultures. This course will try to delve more deeply into the dynamic interaction between Gospel and cultures, and how such interaction becomes quite determining for theology. A historical survey of the interaction between gospel and cultures from the time of Jesus to the present will be carried out in an effort to place theological developments in their socio-historical contexts. Cultural change is a key component of the course and the challenge of contemporary cultures to theology will be investigated.

P50SF02 Special Ethics (Ecological Ethics) (SC 2)

This is a specialized course in ethics, which focuses on ecology. The issue of “value” of non-human nature as central to ecological ethics will be explored from various approaches and methods – anthropocentric, anthropogenic, “sentient,” biocentric, Theocentric, etc. Taking a historical perspective the course looks at various biblical, classical and contemporary approaches to ecology and ecological ethics. The “STC complex” (Science, Technology, Capitalism complex) and its implications for ecological ethics will be explored in light of contemporary global issues such as climate change and sea level rise, with specific reference to Oceania. Finally, focusing on particular aspects and/or common characteristics of Oceania the course looks to enable students to articulate contextual ecological ethics.

P50SF03 Land and Ecotheology (SC 3)

The land and sea are important motifs in biblical and systematic theology but it was not until in the late twentieth century that due attention was afforded to them. Beginning from the biblical and theological perspectives this course will explore these motifs within the particular worldviews and understandings of the contexts of Oceania. More specifically, the course will explore and analyse the key theme of Oceanic land-sea-sky interconnectedness and the derivative spiritualities with the aim to developing contextual ecotheologies that promote ecological justice and ensure long-term livelihoods. This will be carried out in light of global ecological issues such as Climate Change and Sea Level Rise.

P50SF04 Special Ethics: Violence and Wars (SC 4)

This course will explore various aspects of violence and wars. It will explore the presence (origin?) of the myth of redemptive violence in ancient

Mesopotamia/Babylon, which predates the biblical (Genesis) myth of the “very good” creation. It will further explore the myth of redemptive violence that surrounds the Christ Event – the passion and death of Jesus Christ, and will expose and critically analyse the prevalence and even dominance of this myth of redemptive violence in popular and/or military culture today. The course will then explore the associations in history of violence and wars with empires and economics, religion and religious fanaticism and/or fundamentalism, and will highlight the issues of just wars and pacifism, and Christian Zionism and Islamic jihad. The course will encourage students to seek and articulate non-violent relational ethics based on (re)appropriation of Jesus’ teachings and relevant feminist perspectives on non-violent ethics.

Note: specialisation courses are normally taught in a two-year rotation (two each year).

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CHURCH HISTORY

AIMS

1. To offer advanced level studies in the history of Christianity in the Pacific.
2. To encourage the writing of Pacific Church history by Pacific Islanders with special reference to: **(a)** the importance of a wide background reading; **(b)** the skills of self-guided research and critical analysis of documentary material.
3. To provide the Pacific Churches with scholars of history, equipped both to teach history at an advanced level and more generally to contribute to the awareness by Pacific people of their own history.

COURSES OFFERED IN 2014

Year 1

P30CF01	History of the Ecumenical Movement (Core course)
P30CF02	History of the Ecumenical Movement in the Pacific (Core course)
P30SF03	Studies of Global Christianity (SC)
P30SF04	The Rise of Charismatic Christianity (SC)
P30MF01	Thesis Seminar 01
P30MF02	Thesis Seminar 02
P30MF03	Thesis Seminar 03

P30MF04	Thesis Seminar 04
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Year 2

P70SF01	Thesis 01
P70SF02	Thesis 02
P70SF03	Thesis 03
P30MF05	Thesis Seminar 05
P30MF06	Thesis Seminar 06
P30MF07	Thesis Seminar 07
P30MF08	Thesis Seminar 08
P30SF03	Studies of Global Christianity (SC)
P30SF04	The Rise of Charismatic Christianity (SC)

COURSE DESCRIPTIONS

For the **core course descriptions**, see the Core Course section above.

P30SF01 Understanding Key Texts of the Reformation (SC)

We will have a look at central texts from the Reformation period which shaped history in manifold ways, such Luther's *95 Theses* (1517), his tractate *Freedom of a Christian* (1520), Müntzer's *Sermon before the Princes*, Calvin's *Institutes* (1541), the *Thirty-Nine Articles* (1563) of the Anglican Church and others. The aim of the course is to introduce students to the art of historical interpretation of original sources (in the English version) and at the same time to understand the multiformity and pluralistic nature of the Reformation heritage.

P30SF02 Understanding Key Texts in Modern Pacific Church History (SC)

The course discusses different methods and approaches to the history of the Pacific Churches since independence by looking closer at resolutions, constitutions or crucial speeches from the region. We will make use of current trends in the debate of Pacific Studies and the development of the concept of "Oceania" (Hau'ofa). Resolutions, essays, but also poems and declarations will be analyzed in their historical contexts so that at the end of the course the student should be aware of main trends in the modern history of the Pacific Churches.

P30SF03 Studies of Global Christianity (SC)

Even though Christianity is a global religion, the history of Christianity is often treated in an Eurocentric way which overlooks the contributions of Christians right from the beginning in the Near East, Africa, Asia and in later centuries in Latin America or the Pacific. Whereas in the past the later was taught under "Mission History" and the European history of Christianity under "Church History", today they are more and more united in the one History of World Christianity. In this perspective

this course introduces to the Church History of India and China and shows how Christianity unfolded in dialogue with the environment, culture and major changes of these two societies.

P30SF04 The Rise of Charismatic Christianity (SC)

It is a well known fact that current global Christianity is reshaped by the rise of the Pentecostalist and Charismatic movements especially in Latin America, Africa, Asia and the Pacific. But what is the secret of its success and where are its roots? How did it develop in its different manifestations and in what way is it interacting with global and local cultures. We will have a look at different historical, anthropological and theological theories about this new revival movement, which could turn out to be the most important factor within the future of Christianity.

Note: specialisation courses are normally taught in a two-year rotation (two each year).

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CHURCH MINISTRY

AIMS

1. To assist future church leaders in developing expertise in one of the following disciplines of ministry: Christian Education, Church and Society, or Pastoral Care and Counselling.
2. To equip theological colleges and other tertiary institutions in the Pacific with teachers who are qualified to teach in the broad area of Church Ministries, as well as in their special area of concentration.
3. To help prepare exceptionally gifted students to pursue doctoral work in their area of concentration.

COURSES OFFERED IN 2014

Year 1

P40CF01	Sociology of Religion 1 (Core course)
P40CF02	Sociology of Religion 2 (Core course)
P40SF01	Special Ministry Topic 1 (SC)
P40SF02	Special Ministry Topic 2 (SC)
P40MF01	Thesis Seminar 01
P40MF02	Thesis Seminar 02

P40MF03	Thesis Seminar 03
P40MF04	Thesis Seminar 04

Year 2

P70SF01	Thesis 01
P70SF02	Thesis 02
P70SF03	Thesis 03
P40MF05	Thesis Seminar 05
P40MF06	Thesis Seminar 06
P40MF07	Thesis Seminar 07
P40MF08	Thesis Seminar 08
P40SF03	Special Ministry Topic 3 (SC)
P40SF04	Methods in Christian Education (SC)

COURSE DESCRIPTIONS

For the **core course descriptions**, see the Core Course section above.

P40SF01 Special Ministry Topic 1: Peacebuilding 1 (SC)

P40SF02 Special Ministry Topic 2: Peacebuilding 2 (SC)

P40SF03 Special Ministry Topic 3 (SC)

P40SF04 Methods in Christian Education (SC4)

This course examines some of the contemporary theories and methods in Christian education. The study focuses primarily on approaches to congregational learning. The primary context in which Christian education takes place is the community of faith, which is most often expressed in the local church. Current challenges to the roles and functions of Christian education in the local church will be discussed. In particular it is intended to help the students to review and renew their approach to educational ministries drawing upon insights from Christian theology. The course enables students to develop an understanding on Christian formation and become attentive to ecumenical learning using relevant methods in the context of the Pacific church.

Further details were not available at the time of going to press.

Note: **specialisation courses are normally taught in a two-year rotation** (two each year).

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POSTGRADUATE DIPLOMA PROGRAMME

Purpose

The Post-Graduate Diploma in Theological Studies (PgDipl) is a postgraduate theological programme that consists of rigorous and integrated biblical, theological, pastoral/ministerial and historical studies intended to equip the student better to serve in the Pacific church context in the modern world. It provides advanced education in all theological fields to enable the student to become better equipped for a particular form of Christian ministry in the Pacific, or for the general enrichment of his/her Christian life and work. The programme leads the student into the fields of contextualisation of theological interpretation and expression of the Christian faith.

Objectives

On completion of the Post-Graduate Diploma, students will be able to:

- Critically analyse data and interpret it appropriately.
- Contextualise theology and faith expressions in their own cultural context.
- Engage in their ministry with a more solid foundation in theological studies.

General Admission Requirements

Applicants to the PgDipl programme should preferably have at least two years of experience in some form of full-time Christian ministry after completing their BD or other university degree(s). Church-sponsored applicants require endorsement by the head of a recognised denomination and must have guaranteed financial support. Private students may be admitted, provided they fulfil the appropriate entrance criteria. Priority will be given to church-sponsored students.

Definitions

Church-sponsored student: one who has been endorsed, sent and sponsored by a church. **Privately-funded student:** one who has not been endorsed or

sent by a church. **Residential student:** one who lives on the PTC campus.
Part-time student: one who takes no more than four courses per semester.

Academic Admission Requirements

In addition to the general admission requirements, applicants also need to fulfil the following academic requirements. The applicant:

1. should have graduated with a Bachelor's degree in Theology (3 years full-time equivalent) not more than 10 years before applying for the PgDipl programme, unless the applicant has taught in an academic institution since gaining the Bachelor degree.
2. shall write an academic paper on a topic set by the relevant department of the College to test their general theological knowledge. This paper shall accompany the completed application form. Applicants should gain at least a 50% pass mark for this paper.
3. must demonstrate an appropriate standard of English comprehension through an English proficiency assessment administered by the Admission Committee, and gain at least a 50% pass mark, or a pass mark of 5.5 in an IELTS test; and
4. who wishes to specialise in either Old Testament or New Testament Studies must demonstrate at least a basic proficiency in Hebrew or Greek respectively (applicants who fail this test will be required to take and pass introductory classes in either Hebrew (1&2) or Greek (1&2) at BD level).

Application forms are available from the Registrar's office. Applications for full-time study should normally be received by October 15, especially if applicants wish to reside on campus.

Transfer to the MTh programme

A student in the PgDipl programme who achieves at the end of Year 1 **a B average or above in his/her coursework in the area of specialisation, and at least a B- grade average in other courses**, may request in writing to the relevant Department to transfer to the MTh programme.

Requirements for Graduation

The PgDipl will be conferred on candidates who have:

- successfully completed no fewer than twelve (12) credit-bearing courses, including the ten (10) specified core course from across the disciplines, as well as two further specialisation courses;

- for residential students, satisfactorily participated in the spiritual and community life of the College;
- cleared all outstanding debts to the College.

The Post-graduate Diploma with Distinction will be conferred on candidates who have, in addition to the above, successfully completed the course work with an average of no less than A-.

Cross Crediting

MTh and PgDipl level courses completed in other theological institutions or universities may be considered for cross-crediting by the Academic Advisory Committee, with the final approval of the teaching faculty. Only courses successfully completed in the ten years prior to the application will be considered for cross-crediting. No more than 50% of the coursework for the PgDipl programme may be credited in this way.

Programme

When taken as a full-time programme, the PgDipl takes one year to complete. The programme involves coursework only. All PgDipl students, regardless of specialisation, take the same number of courses overall, and take certain core courses from all theological disciplines. However, students may specialize in concentrating on a particular discipline in some of the coursework.

Two core courses each are taken from the fields of general academic skills, church history, ministry, as well as theology and ethics.

Full-time and part-time studies

Full-time students are normally expected to complete the PgDipl programme in one year. A full time student who has not completed his/her coursework during that year is expected to complete it within one further year. She/he, however, must request in writing to the Department concerned for the extension period needed. The Head of the Department will consult with the Academic Dean and the Principal before a recommendation is made to the Faculty for endorsement of whatever decision they have made. The course work must be completed within the maximum extension period. Part-time students are expected to complete the Post-graduate Diploma degree in not more than three (3) years.

Remedial Work

A student in the PgDipl programme may be required to do remedial course work if his/her background in the area of specialisation is considered not adequate. Practical library skills training and computer literacy training is also available and may be required of individual students, over and above the general Academic Skills and Research Skills courses.

COURSE PROGRAMME

The PgDipl coursework programme is the same as that of the MTh programme in Year 1. Students will normally take the following courses:

Semester 1A	Semester 1B	Semester 2B	Semester 2B
AS Core 1	CH Core 1	CH Core 2	SC 1 BS, TE, CH, CM
CM Core 1	CM Core 2	AS Core 2	SC 2 BS, TE, CH, CM
TE Core 1	TE Core 2	BS Core 1	BS Core 2
Thesis Seminar	Thesis Seminar	Thesis Seminar	Thesis Seminar

AS = Academic Skills; CM = Church Ministry; CH = Church History; TE = Theology & Ethics; BS = Biblical Studies; SC = Specialization Course.

Each credit-bearing course requires 100 notional learning hours. Learning hours are the total number of hours the student is expected to work for a course, including contact time (lectures), reading, assignments, examinations, etc. Two core courses each are taken from the fields of general Academic Skills, Biblical Studies, Church History, Church Ministry, as well as Theology & Ethics. Two further specialisation courses are taken in the specific field students wish to specialise in.

For course titles and descriptions, see the MTh programme.

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BACHELOR OF DIVINITY PROGRAMME

Purpose

The Bachelor of Divinity is a primary degree in ecumenical theological studies. The programme consists of rigorous, integrated biblical, theological, pastoral and historical studies, and it requires of the student a critical approach to the subject at hand. The Bachelor in Divinity aims to:

1. Prepare men and women for responsible positions within the churches of Oceania;
2. Equip them for further academic pursuits;
3. Equip and encourage them to develop Oceanian contributions to theology;
4. Broaden and deepen students' own theological knowledge and Christian spirituality.

Objectives

On completion of the BD, students will have developed the skills and attitudes required to:

1. Practise openness and respect for other Christian and religious views and positions; and appreciate their own tradition's contribution to the Christian life and mission.
2. Think independently and critically, analyse and synthesise differing views on Scriptures and theological issues, and arrive at a balanced understanding of alternative views.
3. Distinguish and apply different methodologies employed in theological scholarship.
4. Demonstrate appreciation of the principles of biblical, theological, and historical interpretation relevant to their ministry within the church.
5. Appreciate the importance of contextualisation in any doctrinal formulation of the Christian faith.
6. Minister effectively in different *missio dei* contexts in church and society.

Definitions

Church-sponsored student—one who has been endorsed, sent and sponsored by a church. **Privately-funded student**—one who is not sponsored by their church. **Residential student**—one who lives on the PTC campus. **Part-time student**—one who takes no more than four courses per semester.

Admission Requirements

Admission to the Bachelor of Divinity degree at PTC is normally granted to applicants who have obtained:

1. A University Entrance Certificate, *or*
2. A University Degree, *or*
3. A Diploma in Theology from a SPATS or MATS accredited institution, *or*
4. An equivalent qualification.

Applicants with lower qualifications are advised to apply for admission to the Diploma in Theological Studies through PTCEE. Applicants with qualifications other than those listed above will be considered for admission to the BD programme only on the recommendation of the College Principal. The admission of such extra-ordinary students will require the approval of the Executive Committee.

Church-sponsored applicants require endorsement by the head of a recognized denomination and must have guaranteed financial support. Private students may be admitted provided they fulfil the appropriate entrance criteria. Priority will be given to church-sponsored students.

Applicants without a university entrance certificate will be required to pass a competency test in English.

Applicants with no previous theological training will be required successfully to complete the course *Introduction to the Bible* by correspondence at the beginning of their study programme—either concurrently with, or after completing, *Academic Skills 1*.

Application forms are available from the Registrar's office. Applications for full-time study should normally be received by 15 October, especially if applicants wish to reside on campus.

Forms of the Degree, Modes of Delivery

The degree exists in two forms: **Bachelor of Divinity (BD)** and **Bachelor of Divinity with Honours: BD (Hons)**. Candidates may study **part-time or full-time**. The BD is available in three different modes: **face-to-face, by extension, or a mixture of the two**. The BD (Hons) component is available only in face-to-face mode.

Requirements for Graduation

Students will be expected to complete the BD or BD (Hons) programme in no more than eight years.

The **BD** degree will be conferred on candidates who have:

1. Passed no fewer than 28 credit-bearing courses*, including all the required courses, with an average grade not lower than **C**; *and*
2. For residential students, satisfactorily participated in the spiritual and community life of the College; *and*
3. Cleared all outstanding debts at the College.

The **BD (Hons)** degree will be conferred on candidates who have:

1. Passed no fewer than 36 credit-bearing courses*, including all the required courses and a thesis, with an average grade not lower than **C**; *and*
2. Passed stages I & II of one Biblical language—either Hebrew or Greek—unless special exemption has been made (see the section ‘Biblical Languages’); *and*
3. For residential students, satisfactorily participated in the spiritual and community life of the College; *and*
4. Cleared all outstanding debts at the College.

*A credit-bearing course requires 100 notional learning hours. Learning hours are the total number of hours the student is expected to work for a course, including contact time (lectures), reading, assignments, examinations, etc.

The BD and BD (Hons) degrees will be granted in the following categories:

- 1st class (A-/A/A+ average);
- 2nd class (B-/B/B+ average);
- 3rd class (C/C+ average).

The average will be calculated on the basis of all 28 or 36 required courses taken for a programme.

Bachelor of Divinity

Completion of the BD does not qualify a student to proceed to post-graduate programmes at PTC. A student who wishes to proceed to post-graduate studies must complete the additional requirements for the BD (Hons), which are available only in face-to-face mode.

Bachelor of Divinity (Honours)

The BD (Hons) is the standard degree programme for students sponsored by churches in the region. Only the honours degree will enable a student to apply for postgraduate studies at PTC.

The BD (Hons) thesis is the equivalent of three credit-bearing courses. The length of the thesis is about 10,000 words.

Time Frame

Students will be expected to complete the BD or BD (Hons) programme in no more than eight years.

The BD is run on a three-year cycle, and it is highly desirable that residential students enter the programme at the beginning of 2012, 2015, etc. However, students may enter the residential programme at the beginning of any other semester, provided that their application has been approved and accommodation is available. Students who do not enter at the beginning of the cycle should be aware that this may require them to take up to half of their courses in distance mode.

Extension students may enter the programme and begin studying at any time, once their application has been approved and they have registered and paid for their first course. Extension courses are to be completed in 12 weeks, though a grace period of up to three (3) extra weeks may be granted.

Alternative Delivery

PTC may deliver certain BD courses in an intensive format, involving a five-day workshop, followed by further reading and assessment.

COURSE PROGRAMME

2014 (Year 3 of the Rolling Delivery Cycle)

Semester 1a	Semester 1b	Semester 2a	Semester 2b
B50BF06: Introduction to World Religions	B40BF05: Fundamentals of Christian Education	B50BF05: Theology of Disasters	B50BF03: Ecclesiology & Sacraments
B30BF04: History of Ecumenism	B40HF06: Leadership and Management	B20BF05: Introduction to the Study of the Writings	B20BF06: Introduction to the Study of John, James, and Revelation
B70HF01: Thesis 1	B70HF02: Thesis 2	B70HF03: Thesis 3	B30BF04: 20 th Century Pacific Church History
B20HF01: Biblical Hebrew 1; <i>or</i> B20HF51: Hell. Greek 1 B20NF05: Hebrew Reading; <i>or</i> B20NF55: Greek Reading	B20HF02: Bibl. Hebrew 2; <i>or</i> B20HF52: Hell. Greek 2 B20NF06: Hebrew Reading; <i>or</i> B20NF56: Greek Reading	B20NF07: Hebrew Reading; <i>or</i> B20NF57: Greek Reading	B20NF08: Hebrew Reading; <i>or</i> B20NF58: Greek Reading

BD students who are not completing a thesis in 2014 will be offered further courses, usually from the Undergraduate Certificate Programme.

2012/2015 (Year 1 of the Rolling Delivery Cycle)

Semester 1a	Semester 1b	Semester 2a	Semester 2b
*B10FF01: Academic Skills 1	*B10FF02: Academic Skills 2	*B30FF01: Early Church (First 500 Years)	B30BF01: 19 th Century Mission in the Pacific
*B50FF01: Methods in Contextual Theology 1	*B50FF02: Methods in Contextual Theology 2	*B40FF01: Foundations of Ministry	B40BF01: Social Analysis: Ministry in Social Context
B20HF01: Biblical Hebrew 1; <i>or</i> B20HF51: Hellenistic Greek 1	B20HF02: Bibl. Hebrew 2; <i>or</i> B20HF52: Hell. Greek 2	*B20FF01: Introduction to Exegesis	B20BF01: Introduction to the Study of Torah
B20NF01: Hebrew Reading; <i>or</i> B20NF51: Greek Reading	B20NF02: Hebrew Reading; <i>or</i> B20NF52: Greek Reading	B20NF03: Hebrew Reading; <i>or</i> B20NF53: Greek Reading	B20NF04: Hebrew Reading; <i>or</i> B20NF54: Greek Reading

2013/2016 (Year 2 of the Rolling Delivery Cycle)

Semester 1a	Semester 1b	Semester 2a	Semester 2b
B50BF01: Christologies	B50HF01: Triune God	B50BF01: Ethical Principles	B50HF02: Ecological Ethics & Social Justice
B30BF02: Medieval and Reformation Church History	B20BF02: Introduction to the Study of the Synoptic Gospels and Acts	B20BF03: Introduction to the Study of the Prophets	B20BF04: Introduction to the Study of the Letters attributed to Paul
B40BF02: Worship and Liturgy	B40BF03: Introduction to Pastoral Counselling	B30BF03: Modern Church History	B40BF04: Theology and Meaning of Mission in the Pacific Today
B20HF01: Biblical Hebrew 1; <i>or</i> B20HF51: Hell. Greek 1 B20NF01: Hebrew Reading; or B20NF51: Greek Reading	B20HF02: Bibl. Hebrew 2; <i>or</i> B20HF52: Hell. Greek 2 B20NF02: Hebrew Reading; or B20NF52: Greek Reading	B10NF01: Thesis Skills (obligatory for Hons, but not for credit; 1/3 course) B20NF03: Hebrew Reading; or B20NF53: Greek Reading	B20NF04: Hebrew Reading; or B20NF54: Greek Reading

NOTES

1. **Foundation courses** (see the courses with an asterisk, *, in Year 1) usually have to be completed before any other courses in the same department are taken, with the exception of the Hebrew and Greek language courses, which may be taken at any point. Therefore, a student who enters the programme in semester 2a of Year 1 or later will first have to complete all foundation courses – by distance mode, if necessary.
2. The thesis component is normally offered in the final year of a particular student's degree programme.
3. A student who wishes to take courses in addition to those offered in a particular half-semester (an 'overload') may be permitted to do so with the approval of the departments concerned and the Dean.
4. Individual departments may offer extra courses either to replace a required course or add optional electives.
5. Applicants with no previous theological training will be required successfully to complete the course B20ND00 *Introduction to the Bible* by extension at the beginning of their study programme—either concurrently with, or after completing, B10FF01 *Academic Skills 1*.

Biblical Languages

The required language courses for the BD (Hons) are available in two options: Biblical Hebrew and Hellenistic Greek. They will always be offered in Year 1 of the rolling cycle, but *may also be available in Years 2 and 3 of the cycle* (see shaded areas in the tables above), at the discretion of the Department concerned.

Reading groups: Students who successfully complete Hellenistic Greek 2 or Biblical Hebrew 2 are normally required to participate satisfactorily in a 1-hour/week reading class in Greek or Hebrew for the rest of their degree programme. Honours students who fail the language courses may be offered the option of taking alternative non-language courses to be determined on a case-by-case basis, but only on the recommendation of the Biblical Studies department and the Dean, with Faculty approval. BD students who wish to study Greek or Hebrew may register for these courses. **There is no fee for these Reading Groups.**

Due to a lack of staff availability, the Reading groups may not take place in every semester-half in 2014.

Challenge Examinations

Students who believe that they have already mastered the material covered by a specific course may request the Head of the relevant Department to set an examination for them. A student who passes such a challenge exam will not be required to take the related course and will be given credit toward graduation requirements. The decision about which, if any, courses will be open to challenge by examination is made by the departments in consultation with the Principal. For residential students, the examinations will be taken at PTC during orientation week or the week preceeding the period in which the course in question is offered.

Cross-crediting

Students may apply for credit for degree-level courses completed at other colleges accredited by SPATS or MATS **or** from an equivalent institution. Not more than 50% of the number of courses needed to complete a PTC degree can be credited in this way. Any exemption may depend on successful completion of an equivalency test. Only courses successfully completed in the 10 years prior to application will be considered for cross-crediting.

Communication and Study Skills

The BD and BD (Hons) programmes include two required academic skills courses. In addition, each course at PTC includes direct and indirect ways of developing the arts and skills of thinking, reading and communicating appropriately in the subject or discipline. The help of advisers and members of staff with special skills in the area should always be sought. In addition the College provides special training in English and computer literacy.

Part-time Study

Part-time study at PTC is open to any person who is genuinely interested and has sufficient educational background to master the course-work at degree level. For admission, see the requirements for this degree. A part-time student is one who takes not more than four credit-bearing courses per semester. Students taking four or more courses per semester are classified as full-time. Part-time students may choose from the regularly scheduled classes or extension courses set out in the Handbook. They are normally required to take *Academic Skills 1* and *Academic Skills 2* in their first semester of study, unless granted an exemption. Course choices should be discussed with the Registrar or Academic Dean before registration. Thereafter, they should consult their appointed academic advisor prior to any course registration.

Courses Not for Degree Purposes

Persons wishing to take **individual courses** for their personal interest—for credit, but not towards a degree—may register for any BD or BD (Hons) course, provided that they have met the admission requirements, have enrolled, and paid the necessary course fee.

Classes may also be **audited**. It is not necessary to enrol in the BD programme in order to audit a course, but course registration is required. ‘Auditing’ means that students do not complete assessment tasks and will not gain any credit.

Prizes

The following prizes are provided from the Student Awards Fund which has been built up from donations by friends of the College. It is not necessary for every prize to be awarded every year. No prize will be awarded unless the cumulative grade average over the relevant courses is A- or above.

- The **John Tidex Prize for the Greatest Academic Improvement**
- The **Bible Society Prize in Biblical Languages**
- The **Bible Society Prize in New Testament Studies**

- The George Knight Prize in Old Testament Studies
- The Tauinaola Shekinah Lavasii Memorial Prize in Church History
- The Judith Finau Ministry Prize [The prize recognises personal gifts and sensitivities in some dimension of ministry.]
- The Malcolm Wilson Prize in Theology
- The Sione 'Amanaki Havea Award for Academic Excellence

COURSES OFFERED IN 2014

See course programme above for an overview.

COURSE DESCRIPTIONS

Availability of the Biblical language courses in 2014 cannot be guaranteed.

B20HF01 Biblical Hebrew 1

This course will introduce students to fundamental aspects of Biblical Hebrew grammar (especially morphology and syntax) and vocabulary to lay the foundations for the reading of the Hebrew Bible in Hebrew.

B20HF02 Biblical Hebrew 2

This course will continue to introduce students to fundamental aspects of Biblical Hebrew grammar and vocabulary. The aim is to enable students to read the Hebrew Bible with the aid of a dictionary. Prerequisite: Biblical Hebrew 1.

B20HF51 Hellenistic Greek 1

This course will introduce students to fundamental aspects of Hellenistic Greek grammar (especially morphology and syntax) and vocabulary to lay the foundations for the reading of the New Testament in Greek.

B20HF52 Hellenistic Greek 2

This course will continue to introduce students to fundamental aspects of Hellenistic Greek grammar and vocabulary. The aim is to enable students to read at least the simpler parts of the Greek New Testament (e.g. John) with the aid of a dictionary. Prerequisite: Hellenistic Greek 1.

B50BF06 Introduction to World Religions

This is an introductory course on world religions. The course will introduce the major world religions, including Judaism, Hinduism, Islam and Buddhism, with a special focus on those present in Fiji today. It will look at the basic beliefs, practices, teachings, truth claims and hopes of these religions, and will include a practicum to learn from authorities such religions as are present in Fiji. The course will attempt to make informed comparative and contrastive observations on these religions with Christianity. It will also explore the meanings and place of interfaith dialogue between these religions and Christianity in order to engender and nurture appreciation and understanding of, and respect for, these world religions.

B30BF04: History of Ecumenism

No details available at the time of going to press.

B40BF05: Fundamentals of Christian Education

This course explores fundamental theories and practice in Christian education through selected readings. The course will examine the Biblical and Theological perspectives from which Christian education theory is composed. The nature of Christian education, its principles, the teaching role and implication for practice will be examined. The focus will be to assist students to explore fundamental view points in modern Christian education, become conversant with various traditional theories and practice of education used in the churches of the Pacific. Students will develop strategies of Christian education learning using relevant methods in the modern Pacific context.

B40HF06: Leadership and Management

This course will include a two-week workshop scheduled for April 2014. No further details available at the time of going to press.

B50BF05: Theology of Disasters

This course offers a theological exploration of disasters, both ‘natural’ and ‘human-made’.

B20BF05: Introduction to the Study of the Writings

This course provides a brief overview of the books in the section of the Hebrew Bible called the Writings, together with a special focus on the study of one or two books from that corpus (e.g. Psalms and Proverbs). Form criticism will be introduced in more detail to complement the introductory exegesis course. As with all Biblical Studies course, foundational hermeneutical and theological components are a permeation feature; that is, each course will address the issue of how and why biblical texts may be appropriated in contemporary life. The course will normally work on the basis of the English text.

B50BF03: Ecclesiology & Sacraments

The understanding of the church and the sacraments are shaped by major theological themes and insights. To think ecclesologically means to summarize and bring together all the foregoing theological insights and positions. Each denomination has its own perspective on how the church and the reign of God, Christ and the visible institution, the people of God and the Holy Spirit are coming together and are yet distinct from one another. What is the meaning of the sacraments and how can we bridge opposing interpretations? This course will investigate the traditional creedal affirmations about the church, and the contemporary models of the church, with a view to helping students to formulate an ecclesiology relevant for Pacific churches. Different perception of church unity in diversity and what the ecumenical dimension of the church has come to mean in the Pacific will be investigated and questions will be raised about the role of local cultures in the process. The BEM document will be analysed and compared with the different churches’ understanding and practice.

B20BF06: Introduction to the Study of John, James, and Revelation

This course offers an introduction to the Gospel of John, the Letter of James, and the Book of Revelation, each covered in roughly equal parts. The course will tend to be more thematic than exegetical in orientation. However, a particular focus of the course part on John will be the passion narrative. As with all Biblical Studies course, foundational hermeneutical and theological components are a permeation feature; that is, each course will address the issue of how and why biblical texts may be appropriated in contemporary life. The course will normally work on the basis of the English text.

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UNDERGRADUATE CERTIFICATE & PROFESSIONAL DEVELOPMENT PROGRAMME

Purpose

The Undergraduate Certificates and Professional Development programme at PTC began in 2012, building on years of experience in delivering intensive workshops on various aspects of community work that for members of churches and NGOs in the region. The aim is to use the expertise of both PTC and outside staff to help facilitate capacity building. Our unique contribution in this field is the integration of faith-based foundations with theoretical and practical training. The current phase of this project (2012-2014) is designed to deliver training in the following four areas: **Peacebuilding; Social Analysis; Leadership & Management;** and **Pastoral Counselling** (Foundational and Advanced).

Common Delivery

The face-to-face element of all courses is delivered in the form of intensive workshops of five days' duration, usually held at the Jovili Meo Mission Centre on the campus of PTC.

Professional Development

Interested church members and NGO personnel, regardless of their academic status, are welcome to apply to attend the workshops facilitated by this programme. A Certificate of Attendance will be issued at the end of each workshop. No credit towards an academic award will be given for such attendance, but many participants have found attending workshops a tremendous help in enhancing their work.

Undergraduate Certificates

The Undergraduate Certificate is an award at the academic skill level of Bachelor degree studies. Therefore the academic admission criteria are normally the same as those for the BD programme. The award is available in all four of the subject areas indicated above, and in each case involves four courses involving 100 learning hours each. Of these, 40 hours are covered by

classes in the five-day workshop; the rest is made up of further specified reading and assignments.

The course programme for each of the awards is as follows:

Course	UgCert in Peacebuilding	UgCert in Leadership & Management	UgCert in Social Analysis
1	Conflict Analysis	Leadership & Management I	Social Analysis I
2	Trauma Healing Awareness	Leadership & Management II	Social Analysis II
3	Conflict Transformation	Leadership & Management III	Social Analysis III
4	Elective course	Elective course	Elective course

Course	UgCert in Counselling (Foundational)	UgCert in Counselling (Advanced)
1	Foundational Counselling I	Advanced Counselling I
2	Foundational Counselling II	Advanced Counselling II
3	Foundational Counselling III	Advanced Counselling III
4	Foundational Counselling IV	Advanced Counselling IV

In 2014, the following courses will be offered:

- Leadership & Management I & II (April 2014)
- Leadership & Management III (August 2014)
- Peacebuilding I, II and III (June 2014)
- Advanced Counselling I, II, III & IV (dates t.b.a.)
- Elective course: topic t.b.a. (September 2014)

Foundation courses in the BD programme may also be taken as electives, whether residentially or by extension (see details in the BD section of this handbook).

Credit Transfer between UgCert and BD Programmes

All UgCert courses are designed at degree-level. Therefore, credit transfer to the B.D. programme is possible, at the discretion of the Academic Dean and the Faculty. Furthermore, one (1) 100 learning hour course in the BD programme and one (1) course in one of the UgCert programmes may be credited towards both awards (double credit). This is possible for one UgCert only; that is, a student who wishes to complete more than one UgCert can only do this once, for one UgCert.

Cost

The cost of each workshop, regardless of whether it is taken for professional development or for the academic award of the Undergraduate Certificate, is normally F\$300 for each five-day workshop. Limited financial assistance may be available upon application.

Further Details

To find out more about this programme including exact course dates, please contact either the Director of GPP (for **Peacebuilding** and **Pastoral Counselling**), or the Director of IRSA (for **Social Analysis** and **Leadership & Management**). Contact details are on the inside cover of this handbook.

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PACIFIC THEOLOGICAL COLLEGE

EDUCATION BY EXTENSION

The distance-learning programme of PTC began in 1989 as a partnership between PTC and the Pacific Conference of Churches (PCC). The programme was then called *Education by Extension for Development and Action* (EEDA). The focus was on training church leaders in Micronesia, most of whom had no formal theological training. For three years the Director of EEDA, with the help of PTC faculty members and PCC staff, implemented face-to-face training programmes in Micronesia.



In October 1993 the PCC Executive, meeting in Niue, resolved to hand over to PTC the administration of the programme. In November of the same year, the PTC council accepted the Niue resolution and renamed the programme *Pacific Theological College Education by Extension* (PTCEE). The Director of PTCEE and the PTCEE Advisory Committee then began to organise a curriculum and course materials for a **Diploma in Theological Studies** by extension. The first students in the Diploma programme registered in 1996. In 2001 the **Certificate in Theological Studies** award was

introduced as a halfway mark towards the Diploma. By the end of 2012 nearly 700 Pacific Christians from around the Pacific had enrolled for PTCEE courses.

A new initiative in 2008 was the beginning of a **Bachelor in Theology** (BTh) programme by extension. In 2012 this degree was merged with the residential **Bachelor of Divinity**. It enables Diploma graduates around the region to further their theological education without having to leave their parishes and attend a residential college. It also provides a higher level of theological education for those who have university entrance.

Several attempts have been made over the years to provide courses in **French** for Francophone Christians in the Pacific—unfortunately with little success.

The Aims and Objectives of PTCEE

The aims of PTCEE are:

- To train lay Christians in the Pacific, both men and women, for theologically informed service in various forms of ministry;
- To develop Christian responses to social issues affecting church and society in the Pacific, such as the environment, poverty, politics, justice and reconciliation;
- To enable people to learn in their own environment and at their own speed.

Why Have Extension Courses?

‘Ministry’ does not necessarily mean ordained ministry. There are, as Paul reminds us, a variety of gifts (1 Cor 12:12–26). Theological Education by Extension (TEE) developed out of the need to provide theological education in a way that suits students and equips them for Christian ministry while allowing them to remain in their local communities.

PTCEE’s extension programmes are intended to fill a gap in theological education in Oceania. Most areas in the Pacific have theological colleges, but full-time study at a residential theological institution is impossible for most Pacific Christians. Many are unable to leave their homes or pay for residential studies. Furthermore, many local theological colleges are dedicated to training people for ordination and they do not admit lay people, even though lay people may be responsible for much of the ministry within and beyond their churches.

The deeply religious nature of Pacific people and their hunger to experience the abundance of the Christian life makes it imperative for PTC to provide accessible theological education.

Many people in the region live on isolated islands separated by vast expanses of ocean. PTCEE programmes are print-based, so they make theological study accessible to church people throughout the region. Students can choose a programme that best suits their needs. The courses are written mostly by people in the Pacific to be appropriate for Pacific people. They are applied, contextual and ecumenical.

Open and Flexible Learning

PTCEE Certificate and Diploma programmes have open entry: almost anyone can study theology through PTCEE. It is easier for students if they have completed at least two years of secondary school, but we also accept applicants who have other training or experience. We try our best to help any Christian who wants to learn more about their Christian faith and discipleship.

PTCEE programmes are flexible: students can enrol and begin study at any time of the year. They choose which course they want to do first and they work at their own speed. It is possible for students to complete the Certificate in two years and the rest of the Diploma in another two years, but usually they take longer.

Weekly tutorials in academic skills are available for students living in Suva.

PTCEE Programmes

1. INDIVIDUAL COURSES

Students may enrol in one or more courses, without intending to complete the Certificate or Diploma. For example, pastors, priests and members of religious orders may simply wish to take a ‘refresher course’. Others may be interested in a particular subject area. Students choose the course or courses that will be most useful or interesting to them.

Churches may encourage their lay church leaders to do certain courses to equip themselves for their specific ministry within the church.

2. CERTIFICATE IN THEOLOGICAL STUDIES

The Certificate is a programme of studies designed for those who want a basic appreciation and understanding of the core theological disciplines of Biblical Studies, Theology, Church History and Ministry. To gain the Certificate, students must complete eight (8) required courses and one (1) elective. The required courses are:

C20RD01 = B101A	Introduction to the Study of the Bible, Part 1
C20RD02 = B101B	Introduction to the Study of the Bible, Part 2
C30RD01 = H101	To the Ends of the Earth, Part 1 <i>(Church history to the Reformation)</i>
C30RD02 = H102	To the Ends of the Earth, Part 2 <i>(Church history from the Reformation to the present)</i>

C40RD01 = M101	Introduction to Ministry
C40RD02 = M103	Introduction to Christian Education
C50RD01 = TE101	Foundations of Theology
C50RD02 = TE102	Foundations of Ethics

Although it is a qualification in its own right, the PTCEE Certificate can also be seen as a halfway stage towards the Diploma. Students who complete the Certificate are encouraged to continue their studies. The courses passed for the Certificate are fully credited towards the Diploma.

3. DIPLOMA IN THEOLOGICAL STUDIES

The Diploma offers further training for lay people who are active in their churches and wish to be more theologically educated and better equipped for their ministries. It equips them for their leadership roles in the church. The Diploma may also be a prerequisite for entering degree-level studies.

The Diploma requires a total of 19 courses. Certificate graduates must complete a further eight (8) required courses as well as one or two (1 or 2) elective courses (chosen by the student).

The required courses are:

D20RD01 = B102	Introduction to the New Testament
D20RD02 = B103	Introduction to the Old Testament
D30RD01 = H103	The People of God, Part 1 (<i>A history of Christianity in the Pacific in the 19th century</i>)
D30RD02 = H104	The People of God, Part 2 (<i>A history of Christianity in the Pacific in the 20th century</i>)
D40RD01 = M102	Introduction to Pastoral Care
D40RD02 = M104	Introduction to Christian Worship
D50RD01 = TE103	Themes in Theology
D50RD02 = TE104	Making Ethical Decisions

The elective courses (for both Certificate and Diploma) are:

D20ED01 = M201	Bible Study Methods
D40ED01 = M202	Introduction to Preaching
D40ED02 = M203	Ministry in a Social Context (workshop or by extension)
D40ED03 = M204	Face to Face Cross-cultural Ministry Exposure
D40ED04 = M205	Ministry to Children and Youth
D40ED05 = M206	Leadership and Management (workshop only)
D50ED01 = TE201	Women and Theology

4. BACHELOR OF DIVINITY

The BD is aimed at achieving academic theological knowledge and developing critical and competent theological thinking. The BD programme by extension specifically addresses the needs of those who would like to undertake or further their theological studies, but are unable to attend a residential programme, for example:

- Lay people who are interested in theological studies;
- Clergy who wish to upgrade their Diploma.

The Bachelor of Divinity requires a total of **28 courses**. Each course requires 100 learning hours, and must be completed within a given time frame. However, extension students may apply and enter the programme at any time during the year.

BD Courses currently being developed for delivery by extension

The sequence in which courses are taken is **optional**, apart from the need to take Foundation courses first (indicated with an asterisk, *, in the list below). See the BD programme section above for further details.

B20ND00: Introduction to the Bible [This course is a non-credit-bearing course, and an admission requirement for BD students without prior formal theological education. It is available by extension only.]

*B10FD01: Academic Skills 1

*B10FD02: Academic Skills 2

*B20FD01: Introduction to Exegesis

B20BD01: Introduction to the Study of Torah

B20BD02: Introduction to the Study of the Synoptic Gospels and Acts

B20BD03: Introduction to the Study of the Prophets

B20BD04: Introduction to the Study of the Letters attributed to Paul

B20BD05: Introduction to the Study of the Writings

B20BD06: Introduction to the Study of John, James, and Revelation

*B30FD01: Early Church (First 500 Years)

B30BD01: 19th Century Mission in the Pacific

B30BD02: Medieval and Reformation Church History

B30BD03: Modern Church History

B30BD04: 20th Century Pacific Church History

*B40FD01: Foundations of Ministry

B40BD01: Social Analysis: Ministry in Social Context

B40BD02: Worship and Liturgy

B40BD03: Introduction to Pastoral Counselling
B40BD04: Theology and Meaning of Mission in the Pacific Today
B40BD05: Fundamentals of Christian Education

*B50FD01: Methods in Contextual Theology 1

*B50FD02: Methods in Contextual Theology 2

B50BD01: Christology

B50BD02: Trinity

B50BD03: Ecclesiology & Ecumenism

B50BD04: Ethical Principles

B50BD05: Theology & Science

B50BD06: Introduction to World Religions

Enrolment and Fees

People interested in studying the **Certificate or Diploma** can apply by sending in a completed *Application for Admission Form*, available from the PTCEE office, by mail, fax or email. It can also be downloaded from the PTC website. When students have been approved, they pay for their first course and start studying. Most students pay for one course at a time, not for the whole Certificate or Diploma programme. The normal fee is FJ\$150 per course, but we charge only \$120 if we do not have to post the materials, and \$100 (subsidised rate) for students in PNG, the Solomons or Vanuatu. The course fee must be paid before course materials are sent.

Those interested in doing the **Bachelor of Divinity** should contact the Registrar or the Academic Dean for an application form. Once approved, BD students register and pay for their courses through the Registrar. Each BD course costs FJ\$520 by extension, or FJ\$720 if students are able to join a class.

All course materials are sent by airmail from Fiji, although national postal services use a variety of means, some of which are very slow. A course book guides the students through their studies. A text book or a book of readings is supplied as a normal part of most courses, at no extra cost. Students are also provided with exercise books for their written work and envelopes for returning their completed assignments to PTCEE to be marked. Electronic submission of assignments is welcomed.

COURSE DESCRIPTIONS: CERTIFICATE & DIPLOMA

B101A and B101B Introduction to the Study of the Bible

These two courses help you to study the Bible more effectively. They develop skills and basic information about the Bible and the world of the Old and New Testaments that will help you to study the Bible yourself. You will learn to find their way around the Bible, read passages carefully, and use reference material. You will gain some basic background information to help you continue to study the Bible and think more clearly about your faith.

B102 Introduction to the New Testament

This course helps you understand what the New Testament writings are about and how we can best use them. It explains what kinds of writings are in the New Testament, their main themes, and where and why and for whom they were written. You will learn how to ask the kinds of questions which will help you discover the main concerns of a Bible passage. You will learn to interpret and use the New Testament in ways that respect what it meant in its own time and what it can mean for us today.

B103 Introduction to the Old Testament

This course aims to help you to see the importance of reading the Old Testament for our journey of faith; to gain some understanding of how to go about reading it; to explore the Old Testament more deeply and to enjoy such an exploration. You will learn about the sorts of writings that make up the Old Testament, the historical situations that gave rise to them, and the experiences that they reflect. You will learn to explain texts more fully, in ways that respect what it meant in its own time and can mean for us today.

H101 To the Ends of the Earth: The Story of Christianity, Part 1

This course traces the growth of Christianity from the community of disciples until the time of the Reformation (16th century). It discusses the formation of the teachings of the Church, the changing relationship between Church and society, and the development of Christian life and worship. You will discover how Christians before us learned to live out their faith. Knowledge of our Christian heritage can strengthen our sense of belonging not just to our local church, but the universal Church throughout the world and through the ages. The course encourages us to learn from the mistakes and successes of the past.

H102 To the Ends of the Earth: The Story of Christianity, Part 2

This course follows on from H101e. It discusses important events in the life of the Church, from the Reformation to the present day. It describes how Christianity in Europe grew into a rich and powerful organisation which some people felt had drifted away from its initial calling. You will learn about some of the people who called for a reform of the Church and how the church divided into the denominations we know today.

H103 The people of God: The History of Christianity in the Pacific, Part 1

This course tells the story of the beginnings of Christianity in the Pacific Islands. It traces the history of the announcement of the Christian gospel to the people of the Pacific Islands through the 19th century. The course considers 19th century Pacific Church history from the two perspectives of translation and discipling. You will read extensively and do some serious historical analysis.

H104 The people of God: The History of Christianity in the Pacific, Part 2

This course continues the study of the Christian Church in the Pacific. It discusses Church and society in the Pacific Islands in the 20th century, when most Pacific Islanders had adopted Christianity. It covers the emergence of Island Churches and the development of local ministries; theological education; the ecumenical movement; and some issues and concerns of Island Churches since the end of World War II. The course encourages students to understand the nature and purposes of historical enquiry. You will explore concepts commonly encountered in historical discussion and develop a range of intellectual and technical skills. These technical skills will be valuable not only in later history studies but also in many other academic and vocational contexts.

M101 Introduction to Ministry

This course introduces the different areas of church ministry and tries to attract your interest in one or more ministries. It will encourage you to use your knowledge and skills to help develop those ministries in your local church and community. It will challenge you to a prophetic role in the life of the people with whom you have contact.

M102 Introduction to Pastoral Care

This course helps you understand what we mean when we talk about pastoral care, and the role of healing, guiding, sustaining and reconciling in pastoral care ministry. It will help you to identify the needs of your own community and develop pastoral responses to those needs as part of the church community. You will identify the strengths of the traditional pastoral care offered by your island community and gain insight into your own gifts and limitations as a pastoral carer. You will practise and develop the basic skills used in pastoral care and counselling.

M103 Introduction to Christian Education

This course explains how we learn, the difference between surface and depth learning, and what is meant by faith development and spiritual development. It explains various developmental theories which can help us in learning and teaching and various approaches to evaluating learning. It describes Jesus' approaches to teaching, and shows how various symbols in the Bible can help us learn about God and Jesus. You will find out how to help small groups to learn.

M104 Introduction to Christian Worship

This course covers what is meant by Christian worship and how time and space can be used in worship. You will think about the significance of words and actions in worship and the importance of Christian rituals and sacraments.

M201 Bible Study Methods

This course will enable you to teach basic biblical foundations of our Christian faith with confidence in a variety of creative ways in your school, village and church community contexts. You will lead sessions, experiment and think critically about the results. You will learn about group processes and interactions by experience, and become more aware of how indigenous art forms can enrich Bible studies. You will be encouraged to develop a sense of intellectual and spiritual community amongst the group(s) with whom you engage in Bible study.

M202 Introduction to Preaching

The purpose of this course is to help you become a better preacher. It explains the reason for preaching and what preaching is all about. Different types of sermons and different ways of presenting the gospel message will be discussed. You will learn how to prepare and preach sermons that communicate effectively.

M203 Ministry in a Social Context

This course introduces social analysis as a practical tool for linking faith with justice, peace and development issues in various contexts of ministry. It explores the basis and history of Christian social teaching and considers the reasons for churches being concerned about things happening in society. You will learn how the ministry model called the 'Pastoral Cycle' helps you analyse social problems and develop appropriate ministry responses to them. The course focuses specifically on helping you design strategies for pastoral action in Pacific Island social contexts.

M204 Face-to-Face Cross-Cultural Ministry Exposure

This course is available only to selected Diploma students. It comprises seven weeks of cross-cultural exposure, including orientation, exposure to various ministry settings and time for reflection, sharing and evaluation. It aims to encourage sensitivity to people of other cultures, stimulate theological reflection arising out of cross-cultural experience and motivate involvement in mission.

M205 Ministry with Children and Youth

This course will help you to minister effectively to young people of various ages. It suggests ways of encouraging children and youth to participate in worship and prayer. It will help you to prepare appropriate lessons for children and youth and develop skills in storytelling, singing, drama, memory work and activities. It will encourage you to think about yourself as a leader and the quality of your relationships with the children and the rest of the church. It will help you with long and short-term planning.

M206 Leadership and Management

One of the major challenges for the churches and church related NGOs is to equip its leaders to lead, develop and manage their organizations effectively. This course is delivered as a workshop which will provide an introduction to a range of theories and practical skills for effective leadership and management. The participants will learn about styles of leadership, methods of decision making, conflict resolution, understanding and managing finances, effective human resource management, managing change and team building.

TE101 Foundations of Theology

This course explores ways of thinking about what is most real and important in your personal faith journey. It covers the major subject areas of theology: God, Jesus Christ, the Holy Spirit and the church. It helps you understand how church tradition, experience and reason affect your own theological thinking. You will become more aware of how your own personal history, cultural values and traditions affect your understanding of God, Jesus Christ, the Holy Spirit and the church. It aims to provide new resources to help you live out your faith in your daily life.

TE102 Foundations of Ethics

The purpose of this course is to explore ways of thinking about how to live a 'good life'. It aims to increase your understanding of what God wants you to be and do. It will introduce you to ways of approaching Christian ethics and to the elements of Christian ethics. You will learn ways to make ethical decisions and strengthen your moral character.

TE103 Themes in Theology

This course aims to give you a framework of ideas to connect biblical teachings. It also aims to develop your skills in thinking critically and expressing your theological understanding both orally and in writing. You will be encouraged to apply what you have learned to your own situation. The course emphasises the importance of culture for theology, and encourages a new appreciation of myths of Oceania. After focusing on the biblical creation stories it explores the relationship between science and theology.

TE104 Making Ethical Decisions

This course will lead you to a deeper understanding of what is involved in the important decisions we make in life. It is a course about 'doing' and 'living' ethics. It leads you to a broader awareness of how Christians can be disciples of Christ in a complex and rapidly changing world. *Making Ethical Decisions* focuses on the choices Christians have to make as they deal with issues facing the Pacific today. You will be challenged to reflect on your views about making responsible choices about things that are important to human societies and to God.

TE201 Women and theology

Pacific Christians of the 21st century are a long way from the world of ancient Pacific Islanders. We are also far from the first Christians and the writers of the scriptures. In the journey from then to now something important has been lost. In *Women and Theology* we will explore the forgotten female dimension of the Christian experience of God and faith. Some women of faith who have recently been writing about their own journeys of faith will help us to return to our Christian origins to recover inclusive visions of God, the Church and Christian ministry.

Contact details are listed on the inside cover of this Handbook.
However, PTCEE has its own **mail address and telephone number**:

PTCEE, PO Box 388, Suva, Fiji Islands

Tel. (679) 330 7989

GOD'S PACIFIC PEOPLE PROGRAMME

The God's Pacific People (GPP) programme is an initiative of the Pacific Churches concerning their mission in the changing Pacific today. The Pacific Theological College embraced it because of its missiological focus and interest, recognizing the academic and practical sides of theological education form an integrated unity. GPP works closely with PCC and SPATS in facilitating joint initiatives to address issues currently challenging our churches and their communities. In recent years these have included 2010 Viwa Mission Conference, 2011 Hermeutics Consultation Lautoka and current project work on addressing violence against women.

The work of GPP makes a contribution to the academic life of the college by providing to our degree students access to specialist courses relating to the exercise of mission in today's current context.

GPP's vision is to work together as a sharing community in three frontiers.

1. The need to be engaged with each other across the Pacific in cross-cultural mission on issues that affect or challenge Pacific societies today.
2. To respond to the need of renewal of our own communities and see the challenge as part of our mutual mission.
3. To see as the frontier of our mission today social issues, development and justice concerns.

To meet this vision GPP carries out the following programmes as mandated in 1999 by the Pacific Churches:

I. Personnel Exchange Programme

This programme enables the sharing of skills and expertise for mission among the Pacific Churches to meet identified developmental requirements with in the Pacific Churches, through church / church and NGO / Church personnel sharing. These can be in the forms of:

- Learning attachments (3 or 6 months)
- Sending of resource personnel (3 or 6 months)
- Flexi-learning packages; enabling funding for 2-3 short term trainings for a sending organisation over a 12 month period.
- Consultancies; 3 x 2-3 week consultancies by skilled trainers over a 12 month period.

This programme has operated since 2004 and facilitated exchanges in the areas of organisation strengthening, livelihood development and programmatic responses to critical community and social development issues.

II. Capacity Building Training

These training programmes are offered in response to needs identified by Pacific churches.

- Capacity Building for Social Transformation Courses; training intensives offered by GPP include Peacebuilding and Pastoral Counselling. For details, *see the Undergraduate Certificate & Professional Development* section in this Handbook.
- English Language for Ecumenical Engagement; designed for non-English speaking Pacific churches and their communities.
- Some courses are also run in response to specific requests by the churches for training in their home countries; this may also be done in partnership with IRSA and local churches.

III. Inspirational Story Project

This project aims to collect and publish stories of Pacific people who through their mission have made a difference to their communities. This serves to share the Pacific Churches' experiences of mission and therefore enabling us to both support and encourage each other in the critical mission contexts now facing our Pacific communities.

IV. Face to Face Programme:

GPP hosts this programme on behalf of the Council for World Mission (CWM). This is an international seven week cross-cultural exposure programme on mission in the context of globalisation for ordinands of the CWM churches. The programme aims to stimulate theological reflection, encourage sensitivity to people of other cultures, motivate people to involvement in mission and develop a critical approach to mission amid the challenges of modern day empire. The Fiji programme is designed to highlight the challenges for mission posed in the current Pacific context.

Contact details are listed on the inside cover of this Handbook.

INSTITUTE FOR RESEARCH & SOCIAL ANALYSIS

BACKGROUND

The Institute for Research and Social Analysis (IRSA) was established in April 2008 at the Pacific Theological College in Suva, Fiji Islands. As an integral part of PTC, the Institute will undertake and facilitate the research needs of the Pacific Churches, communities and the College in order to contribute to a well informed dynamic Christian presence in the Pacific Islands. Fifty percent of the working capacity of the director is devoted to teaching and other needs of the College. Any activities of the Institute will

- Be driven by the context in which the churches are embedded;
- Investigate and address issues of concern for the Pacific churches and communities;
- Explore the biblical, theological, ethical and social foundations of pertinent issues and concerns.

PEOPLE

The Institute is directed by Dr Manfred Ernst with the support of Program Assistant Raijieli Uluinaceva, and Programme Development Officer Rev Raki Tigarea (part time). For advice, planning and monitoring there is a Strategic Think Tank of six Fiji based members that represent a variety of institutions and relevant professional backgrounds:

- Aisake Casimira (Pacific Conference of Churches)
- Alumita Durutalo (University of the South Pacific)
- Tessa McKenzie (Interfaith Fiji, IRSA chairperson)
- Cliff Bird (United Church Solomon Islands, Senior Lecturer in Theology and Ethics at PTC)
- Chantelle Khan (Social Economic Empowerment Programme)
- James Bhagwan (Lecturer/Minister of the Methodist Church of Fiji).

CAPACITY BUILDING FOR SOCIAL TRANSFORMATION

July 2012 IRSA began a new Capacity Building for Social Transformation Programme (CBST). This is a 3 year programme which will be jointly delivered by the Institute and the God's Pacific People Programme. This new programme is a further development of programmes GPP and IRSA already

offered in previous years on Leadership and Management, Social Analysis, Peace Building and Counseling. The scope and content of earlier activities in these areas have been extended. The new training courses are offered to residential as well as external students who want to specialize in one of the four areas mentioned above. Each specialization includes three 1-week training intensives. External students who seek academic credit will have to participate in the workshops and have to complete extra reading and assessment tasks plus one more 1-week intensive course as an elective in order to gain an Undergraduate Certificate. The other option is to participate in the workshops for professional development by which participants will get a Certificate of Participation for each training intensive completed. From 27/08 to 7/09/2012, IRSA delivered the first two week intensive training courses (Social Analysis I and II). There were 48 participants from Fiji, Kiribati, PNG, Samoa, Solomon Islands, Tahiti, Tonga Tuvalu and Germany. The facilitators were Dr Manfred Ernst (IRSA Director), Dr Holger Szesnat (PTC Academic Dean), Fr Kevin Barr and Mr Semiti Qalowasa from the People's Community Network (PCN) Fiji. The training focused on the issue of poverty and included an excursion to a variety of squatter settlements in the wider Suva area. In 2013, IRSA also offered Social



Analysis III (focus on globalisation) and an elective course. For 2014, IRSA plans to offer three courses in Leadership & Management.

RESEARCH PROJECTS

The Institute is committed to carry out research projects in cooperation with others or on its own. This includes training in research methodologies, supervision, planning and publishing of research results. A major research project under the title *Perceptions and Preconditions for Democratic Development in Fiji* began in May 2010 and was completed in April 2013. This project involved 41 Focus Group Discussions in different villages, communities and towns in Viti Levu and Vanua Levu with about 350 participants of different ethnic backgrounds, gender, age and religion and 83

in depth interviews with representatives of the Fijian ‘elite’ with interviewees representing government, academia, civil society, religious leaders, business persons, traditional chiefs and representatives of ethnic minorities.

CONSULTANCY

On request the Institute may carry out evaluations or reviews of programmes, projects and organizations and can assist in the planning and facilitation of organizational reviews.

PUBLICATIONS

The Institute is also committed to promote and support the publishing of researched materials from students and scholars of PTC as well as from member churches. A series of Occasional Research Papers/Discussion Papers are in development, focussing on issues of interest and concern for the churches and civil society in the Pacific Islands.

PARTNERSHIPS

Over the past three years a close working relationship between the Pacific Conference of Churches (PCC) local NGOs and IRSA developed. In 2012 the work of the Institute was mainly supported by the Church Development Service (EED), Germany through its regional office in Madang/PNG, the Association of Christian Churches and Missions in Germany and the Methodist Church in the United Kingdom.

<p>Contact details are listed on the inside cover of this Handbook.</p>
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Women's Fellowship Development Programme

The PTC Council is committed to the theological education of women and as such all women including those who come to the college with their husbands are encouraged to participate fully in the life of the college and make use of all the educational opportunities available through the college including academic studies through PTCEE and the residential degree Programmes. Studies specifically designed for women were introduced at the college in 1980. This Programme of studies has recently been revised and a new integrated programme of studies for women is being offered to complement other existing educational opportunities.

The College provides a nursery and pre-school at the 'Etina Havea Centre to allow both parents to take up studies.



Purpose

The Women's Programme (WP) aims to equip women for the different ministry challenges they will encounter as leaders in their churches and home communities. It can be taken together with PTCEE studies and therefore *does not seek to replicate but rather complement PTCEE studies*.

What is offered is an integrated programme with four main streams:

- **Spiritual Formation**; to develop practical leadership in worship & teaching;
- **Practical Arts**; for church, community & income generating purposes;

- **Capacity Building;** to develop essential technical skills for ministry purposes;
- **Skills for Mission;** to develop skills for ecumenical ministry in church & society.

Two award programmes are available within the programme: the **Certificate in Women's Ministry Studies** (CWMS), and the **Certificate in Women's Ministry Studies and Theology** (CWMST). Both are designed to integrate the four streams of study mentioned above, and both are delivered in such a way that the award may be achieved within two years of study.

The two award programmes replace the *Certificate in Women's Development Studies* previously offered at PTC. Students who began their studies towards that award in 2011 will be transferred to one of the two new award programmes unless it is to their disadvantage.

Certificate in Women's Ministry Studies

Requirements for the CWMS award: eight (8) WP courses outlined below (one per semester-half). Students taking this award may cross-credit up to four (4) WP courses from PTCEE courses. A PTCEE course is normally worth two (2) WP courses (e.g. WP's "Leadership 1&2" equals PTCEE's "Leadership and Management" course).

Year A

W10RF01 Communication Skills: Computer Skills and English Skills*
 W40RF01 Counselling 1
 W40RF02 Counselling 2
 W40RF03 Ministry to Youth and Children

Year B

W20RF02 Creative Bible Study 1
 W20RF03 Creative Bible Study 2
 W20RF02 Leadership: Foundations in the Scriptures
 W40RF04 Ministry and Leadership

* The 'Communication Skills' course may be 'challenged' by means of an exam to demonstrate that the student has already acquired the skills taught in this course.

Certificate in Women's Ministry Studies and Theology

The CWMST award programme is an *alternative to the Certificate in Women's Ministry Studies*; it cannot be taken in addition to it. The CWMST involves the same eight WP courses as the CWMS, plus an additional two PTCEE courses: TE101: **Theology** (Year A), and TE102: **Ethics** (Year B). Each of these PTCEE courses will be accompanied by a two-hour tutorial once a week.

Courses Offered in 2014

In 2014, courses from 'Year B' will be offered. Extramural workshops in Creative Arts are planned for students in either Certificate programme.

Prizes

Two prizes may be awarded to final year students of the Certificate programmes, but are not necessarily awarded every year. These are:

- The Jean Bell Prize for Leadership and Example;
- Jean Bell Prize for Significant Achievement.
- The Fiona McAdam Prize for Community Work.

Applications

Applications and enrolment for each course must be done via the Registrar's Office, at the same time that enrolment for other PTC programmes takes place.

Course Fees

The course fee for the whole year includes the annual computer fee, library fee, and student body fee, as well as tuition fees and book allowances for each course taken.

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GENERAL INFORMATION FOR CANDIDATES AND SPONSORING CHURCHES

APPLICATIONS

Churches which intend to send students to P.T.C. as full-time residential students must plan to do so well in advance of the time they wish the students to enter the college. The first priority at P.T.C. is to serve the needs of all the participating churches. However, qualified persons who apply with sponsorship from non-participating churches may be admitted. Application forms and Handbook are available from the Registrar.

Closing Date for Applications: The completed forms, including the necessary supporting documents, should be sent to the College Registrar early enough to arrive in Suva before 15th October of the year prior to the year of intended admission.

The College will inform churches about the acceptance or non-acceptance of applicants before the end of November. If a church wishes to repeat an application which previously was not accepted, the Registrar's Office should be informed before 15th October and any new information regarding the student should be sent.

Transcripts/Class Records: A record of all the previous course work beyond the secondary or high school level and/or at the denominational college together with a key to its interpretation must be submitted at the time of application. The transcripts should indicate the classes taken, grades given, and the dates of study. In addition to helping determine entry, transcripts help the adviser in planning the student's programme. When students will be sitting examinations in November, results should be communicated to the P.T.C. so that the transcripts sent to the College can be suitably updated.

REPORTS

The College will send an annual report on each student to the sending church authorities.

COLLEGE FEES

The College Council has implemented some of the Financial Resolutions and the sending Church (or the funding body which has accepted financial responsibility for the student) is requested to fulfil the following conditions:

- Students fees must be paid in advance at least 50% in January 31 and the balance by June 30. Students whose fees are outstanding by the end of February and the end of July shall be suspended from classes. Suspension will cease once the amount due is paid. If the outstanding fees are not paid

by March 31 and August 31, the student's studies will be terminated, and they will be asked to leave the College.

- That a student shall not be accepted the following year of his or her studies unless all the arrears in fees and other expenditures are fully paid. Also the academic transcript will not be released. Or in the case of a final year student, he or she will not graduate and academic transcript will not be released unless the arrears in fees and other expenditures are fully paid.

IMMIGRATION

Application forms for permits from the Government of Fiji allowing the students' spouses and families to enter and reside here in Fiji will be sent together with the 'acceptance letter'. Students themselves will be allowed to enter Fiji when they show immigration officers their acceptance letters from P.T.C. These applications, with proper supporting documentation, (**TWO** [2] passport size photographs of each person in the family, police reports for student and spouse, marriage certificate, medical certificates for each person in the family (**3 months validity at the time of lodgement**), birth certificates (**for each child**). All these supporting documents should be returned to the College Registrar's office as soon as possible so the submission to the Fiji Immigration office to be done early as possible. **School records** and **Transfer letters** for each child for whom a place is needed in a nearby primary or secondary school also be sent to the Registrar's office.

For travel to Fiji, students and members of his/her family **must** have:

- A passport valid for three years.
- A letter from P.T.C. granting admission to the College.
- Fiji Residential permits.

The Immigration authorities in Suva require that the College sign a bond guaranteeing the return fare. The College therefore requires each student and members of his/her family to come with **return tickets**.

TRAVEL

- The Church is requested to arrange and pay for the passage of students to and from Suva. Travel itineraries should be sent to the Registrar's office three weeks before the exact date of travelling.
- At the end of a student's final year the College will arrange for passages for the student and his family (using the return-tickets referred to above). The supporting Church is responsible for freight charges.

SUMMER VACATION

- The fees which students pay cover only the 42 weeks of the academic year. The Church or sponsoring body therefore has two options:

1. To pay the air fares for the student and family to return home; or
2. To provide living expenses for the student and family to remain at the College. The College will provide a detailed account of the expenses that must be met, including accommodation fees and food allowance. These will be set at the same rate as is charged during the 41 weeks of the academic year.

- At the end of the second year, BD students are expected to return home for the long vacation to undertake field research for their final-year projects. Similarly, MTh. students are expected to return home at the end of their first year in order to work on their theses. The Church can choose whether to provide air fares for the whole family to return home, or to provide one air fare for the student and living expenses for the family members remaining at PTC.

PERSONAL BELONGINGS

- Sheets, blankets, pillow cases, mosquito nets, window curtains, towels are to be provided by the student.
- Bedding (mattress & beds), cooking and eating utensils will be supplied by the College.

RELATIONSHIP OF STUDENT WITH HOME CHURCH

The General Secretary of the home church is urged to keep in touch by correspondence with students sent from the church, so that students may feel that their association with the home church continues through their college life.

MEDICAL EXPENSES AND SUPERVISION

Students should consult their local doctors and follow their advice. (Everyone should be vaccinated against tetanus.) The College cannot be held responsible for sickness contracted while students and their families are resident in Suva. The College undertakes to care for minor medical needs of the students equivalent to the Medical Fees paid. However, where there is any major expenditure involved, the sending Church will be responsible and will be so advised.

ARRIVAL

Some weeks before arriving in Fiji, students should write and give their flight number and expected time of arrival at Nausori airport. A College representative makes every effort to meet **new students arriving for the first time**. (However, it is always possible to hire a taxi in order to reach the College "at the corner of Vuya Road and Queen Elizabeth Drive, Veiuto, Suva.") Notification of last minute changes should be given by telephone, fax or e-mail to the College Principal or Registrar. (See inside cover page for e-mail address, fax and telephone number.) If possible, students should purchase some Fijian currency before arriving.

COMMUNITY GUIDELINES

INTRODUCTION

Living in a community such as ours can be enriching but also very demanding. We come from so great a variety of backgrounds that living side by side can be difficult. Self-discipline, cooperation, and maturity are expected from all members of the community. These rules provide some essential guidelines to point in the direction we wish to go and to safeguard the Christian character of the community. But the rules are a minimum statement. We need to go beyond them avoiding behaviour which is hurtful or offensive to others, and striving to build a truly Christian community.

COMMUNITY LIFE

- Noise should be controlled. Radios, cassette players, and televisions should **not** be played loudly. Be careful **not** to disturb your neighbours at night or early in the morning. Fireworks are not permitted at any time.
- Self-control and moderation are to be exercised in all things. Drunkenness and all other forms of excess and violence to the person are unacceptable.
- Parents should make sure their children are **not** causing damage or being a nuisance.
- Students who wish to bring additional member of his/her family **should** inform the Principal and then the Registrar for immigration purposes.
- Students of both sexes will be expected to behave with moral integrity.

COLLEGE PROPERTY

- Children and adults **must not** damage College property, e.g., motor cars, mosquito screens, paint-work, buildings, furniture, etc.
- Any deliberate damage will have to be paid for by those responsible for it.
- Furniture **must not** be moved from rooms, flats or houses without permission.
- No book, periodical, or other material should be removed from the library until it has been properly issued at the library desk.
- Washing and Video Machines may be used in student flats if the student is prepared to pay an additional charge as a contribution towards the extra electricity consumed. (A suitable arrangement **should** be made with the DOF).
- No animals / pets are allowed.
- Household rubbish **should not** be placed beside the road except on Tuesday, Thursday, and Saturday mornings, and **only in the rubbish bins** provided. Care should be taken in the disposal of casual rubbish such as plastic bags, ice-cream containers and cigarette packets, in order to keep the campus beautiful, reduce mosquito-breeding, and avoid blocking the drains.

STUDENT HOUSING POLICY

All students **must** be housed on the PTC Campus, as resolved by the College Council, with certain exceptions at the discretion of the Principal.

- Married students [families] are permitted to bring only three children with them, as resolved by the College Council, except in consultation with the Principal.
- Students, who occupy a two-bedroom flat, **must** occupy the same flat throughout his/her studies at PTC.
- Any vacant flat or room will remain as the property of the College, and shall **not** be used by students.
- College guests may occupy any vacant married flat or singleroom at the discretion of the Student Housing Committee and the Principal.
- For the renting out of vacant married flats or single rooms, the Principal will decide on suitable tenants to safeguard the welfare of the PTC Community.
- If a student flat or room is rented to outside tenants, the rental must be at the same rate as the PTC students' accommodation fees. Any exception to this clause **must** be approved by the Principal.
- Outside tenants who are renting PTC single rooms or flats are encouraged to participate in the community life of the College.
- Student must leave the flat/house as you found it when you first occupied it.

VISITORS

Visitors to the College are welcomed, but:

- Permission **must** be granted by the Principal if student families or single students wish to have guests stay with them. Such visits should be no longer than a week. This **rule** is necessary to protect students and to prevent extra expense to the College.
- All visitors must leave the College campus by 12.00 midnight.

LOST PROPERTY

Any lost property found on the campus should either be handed back to its rightful owner/owners or else handed in without delay to the office. Property found in this way should be notified on the notice board.

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THE COLLEGE LIBRARY

The library holds close to 27,000 volumes and seats approximately 35 readers. Collection areas include General, Theses, Periodicals, Reserve, Reference and Pacific research materials. It is organized using the Dewey Decimal Classification and the Sears list of Subject headings. There is an on-line public access catalogue available both in the library and from outside. Interlibrary loan, photocopying and scanning services are available.

Admission and General Regulations

Use of the library and registration are conditional upon compliance with the regulations and rules of the library as set by the librarian in consultation with the College administration and Library Advisory Committee. The library serves registered students and their spouses, faculty and staff of PTC, PTCEE and GPP, members of the PTC Council and Executive and external borrowers as approved by the librarian.

- No eating, drinking or smoking is permitted in the library.
- Bags are to be left in the lobby area.
- Do not leave valuables: the library is not responsible for items left unattended.
- Staff are responsible for re-shelving the books.

Borrowing Regulations

- Loan period is one month with one renewal.
- Reserves may be placed on material on loan. Borrowers will be notified when the material is returned.
- The librarian may request the return of books on loan. These should be returned within 2 days.
- Reference, reserve and Strong Room collections are for in-library use only.
- Borrowers are responsible for costs for damage or loss of books loaned to them.
- All books are to be returned before leaving the College. Holiday loans are subject to the librarian's approval.
- Books obtained on interlibrary loan are subject to the conditions and loan periods of the owning library.

Borrowing Limits

Faculty	no limit
Students (PhD/MTh)	50 titles
Students (BD)	20 titles
Students (Women's Programme)	10 titles
Students (PTCEE)	10 titles
External borrowers	5 titles

Opening Hours

Semesters

Monday – Thursday	8:45am - 5:00pm, 7:30pm - 10:00pm
Friday	8:45am - 4:00pm
Saturday	9:00am - 1:00pm

Breaks

Monday – Thursday	8:30am – 4:30pm
Friday	8:30am – 4:00pm
Sundays and holidays	Closed

Etina Havea KINDERGARTEN

The Centre was established to:

- Provide care for babies, toddlers and pre-school children.
- Involve itself in the training and nurturing of children from PTC and the wider community, as part of PTC's mission.
- Be an observation and demonstration centre for Christian Education and Early Childhood development.

The Centre is extremely well-equipped. It can accommodate 50 children in the kindergarten, and 10 in the nursery.

Operating Hours: 8.00am–4pm

The Centre is open 15 minutes earlier in the morning for those who need to leave their children before 8am.



Fees

Fees are payable on enrollment day.

Enrollment fee (for new enrollments)	\$40.00
Full day fee (8.00am to 4.00pm)	\$45 per week (\$585.00 per term)
Half day fee (8.00am to 12.00pm OR 12.00pm to 4.00pm:	\$25 per week.(\$325.00 per term)
Separate sessions:	\$25 per week (session fee)

What Children Need

Healthy food/drinks for snacks. A change of clothes in case of accidents.

PTA

Parents are encouraged to become part of the Parent-Teacher Association. Meetings are usually at 5.30 pm, to allow working parents to attend. You will be informed of the meeting dates.

Contact

Mail: Etina Havea Kindergarten, PMB, Suva.

Phone: 3311100, extension 159; fax: 3301728, email: registrar@ptc.ac.fj

Kruger Computer Centre

The PTC Computer Centre was established in 1997 through funding from the Northelbian church in Germany and the efforts of Dr Wolfgang Krüger. The Centre provides the students and staff of PTC with computer training, access to email and the internet, and other computer related services. The Computer Centre contains six PCs. The network is also connected to the Library, so that students with laptops can access email, Internet, the server and the printer from their own computer.



Every staff member and student enrolled in a residential course is entitled to an email account. First year students are required to take computer skills and word processing courses. These courses are taught by the Computer Centre staff. Advanced word processing workshops are also available for MTh students and others writing dissertations or projects.

The Computer Centre staff members have responsibility for the day-to-day care of the whole PTC computer network, including the email system. It is from the Centre that the college's local area network of about 45 PCs is managed. The Centre provides file management, backup and email services, as well as internet access and technical assistance across the network.

Hours of Operation

Monday - Thursday: 8:00am - 4:30pm

Fridays: 8:00am - 4:00pm

Students have 24-hour access to the lab.

Jovili Meo Mission Centre

Hosting a conference? Conducting a workshop? Holding a meeting? Our new Mission Centre is available for hire at affordable rates.

Conference Facilities

We have two spacious conference rooms seating 30 people each, which can be combined to seat 60 plus. The Conference room is free of charge when accommodation is fully booked. The Conference rooms can be hired separately at a low rate, including use of restrooms and kitchen. There is an office and a staff available to assist you during normal business hours should the need arise. Equipment such as LCD Projector, Laptop, DVD Player, Tape Recorder, Video Player, Sound System, Flipcharts and Pin boards are available. A photocopier is available at the College with a charge of 15 cents per page. When confirming your bookings, please inform the Centre's personnel of all the equipment you might require.



Accommodation

Accommodation is available in 14 double bedrooms with shared bathroom facilities and a VIP room (a single room larger than the double bedrooms, with its own bathroom facilities). Buffet meals can be provided if three days notice is given. There is a leisure room where you can enjoy a good view of the sea, and a spacious dining hall. The Centre also has a Quiet Room with a computer where you can access email and Internet. A kitchen is also available where you can make your coffee, tea or Milo and there is provision for heating food should you decide to have late meals. Bed



linen and towels are provided. The Centre also provides a washing machine and a pay phone. The VIP room has its own bathroom.

Other Facilities

A tennis court, a volley ball court and a soccer field are adjacent to the Centre and arrangements can be made to use the facilities. Bookings for the tennis court should be made with the PTC Administration office a day before use. For meditation, there is our PTC Chapel nearby. The PTC Library, Canteen and Bookshop are all in a walking distance. Our meeting house; the *Fofola e Fala: Havea Latukefu* can be booked for an additional charge. There are excellent connections to downtown Suva by bus or taxi or you can reach the centre of Suva by walking an enjoyable 40-minute stroll along the seawall. Should you wish to hire our Mission Centre, please confirm your booking with us a month before the actual hiring dates and supply us with your Participants' List and Programme.

Costs

Listed below are the Centre's effective rates in Fiji dollars (as of 1 Dec. 2013).

(Note: A reduction is negotiable, depending on bookings.)

Accommodation	
Single Room	\$40 per day
Double Room	\$70 per day
VIP Room	\$75 per day
Meals	
Breakfast	\$8 per head
Morning Tea	\$6 per head
Lunch	\$10 per head
Afternoon Tea	\$6 per head
Dinner	\$12 per head
Buffet	\$14 per head
Conference Room <i>(Including kitchen, dining room & restrooms)</i>	
One Conference Room	\$40 per hour or \$150 per day
Both Conference Rooms	\$300 per day
Quiet Room(max.of 8 people)	\$60 per day
Lounge	\$40 per hour or \$300 per day
Kitchen for Hire	\$100 per day

Equipment	
Multimedia Projector	\$100 per day
Multimedia Projector & Laptop	\$120 per day
DVD/Video/Tape Recorder	\$20 each per day
Sound System	\$60 per day
Flipcharts/Pin Boards	\$30 per day
Other Facilities	
Internet/Email	\$15 per day for groups in residence \$10 per day for groups not in residence \$8 per day for individuals
Personal Laundry \$4 per load	

For more information and bookings please contact:

Mrs Arieta Tirikula

Telephone (679) 3311100 Ext: 113/301

Fax: (679) 3301728

Email: jmmc@ptc.ac.fj

College Fees Schedule: 2014

Every effort has been made to ensure that the information contained in this Handbook is correct at the time of going to press. The College reserves the right to make changes and corrections, if such action is reasonably considered necessary by the College.

KEY: per course (p/c), per annum (p/a), per hour (p/h), not applicable (n/a)

PhD COLLEGE FEES 2013 (FIJI \$)		
Ph.D. Student	Full-time Residential Student (p/a)	Part-time students, non-residential (p.a)
Tuition fee	16,675.00	10,005.00 p/a (min. 5yr)
Library fee	800.00	400.00 p/a
Computer fee	435.00	215.00 p/a
Books	1,400.00	optional
Research and Travel Fund Yr.1	8,000.00	optional
Research and Travel Fund Yr.2	6,000.00	optional
Medical fee	1,200.00	optional
SBA fee	40.00	20.00
Accommodation fee: 1 bdrm flat: 585.00; 2 bdrm flat: 895.00 (depending on family size)	8950.00 / 5850.00	n/a
Food allowance	3,247.20	n/a
Expenses allowance	832.00	n/a
Registration fee (Yr. 1 only)	100.00	100.00 p/a
Thesis Preparation fee (once)	1,000.00	1,000.00 p/a
Total fees Year 1, student only, 1 bdrm flat	37,579.20	
Spouse		
Tuition fee	1,230.00	
Food allowance	3,247.20	
Expenses allowance	832.00	
Immigration fees	195.00	
	5,504.20	
School Child		
Food allowance	1,975.00	
Expenses allowance	488.00	

Immigration fees	195.00	
	2,658.00	
Pre-school Child		
Food allowance	1,644.00	
Expenses allowance	162.00	
Kindergarten & Nursery fees	775.00	
Immigration fees	195.00	
	2,776.00	
Summary:	Full-time residential student (p/a)	
If student comes on his/her own	37,344.20	
If student comes with spouse	43,083.40	
If married couple bring one school child	45,741.40	
If married couple bring one pre-school child	45,859.40	
If married couple bring one school child and one pre-school child	48,517.40	
The total amount will depend on whether the student is accompanied by the spouse or not, as well as the number of children at either pre-school age or school age.		

MTh COLLEGE FEES 2013 (FIJI \$)		
M.Th Student	Full-time /Residential Student (p/a)	Part-time students attending some courses on campus
Tuition Fees	11,212.00	935.00 p/c
Library Fees	435.00	215.00 p/a
Computer Fees	435.00	215.00 p/a
Text Books	750.00	optional
Research and Travel Fund	160.00	optional
Medical fees	1,200.00	optional
SBA Fees	40.00	20.00 p/a
Accommodation Fees: 1 bdrm flat 585.00; 2 bdrm flat 895.00	8950.00 / 5850.00 depending on family size	n/a
Food Allowance	3,247.20	n/a
Expenses Allowance	832.00	n/a

Total fees for student only in 1 dbdrm flat.	24,161.20	
Thesis Prep (for second year students only)	600.00	600.00 p/a
Total for a Second Year Student	24,761.20	
Spouse		
Tuition Fees	1,230.00	
Food Allowance	3,247.20	
Expenses Allowance	832.00	
Immigration Fees	195.00	
	5,504.20	
School Child		
Food Allowance	1,975.00	
Expenses allowance	488.00	
Immigration Fees	195.00	
	2,658.00	
Pre-school Child		
Food Allowance	1,644.00	
Expenses Allowance	162.00	
Kindergarten & Nursery Fee	775.00	
Immigration Fees	195.00	
	2,776.00	
Summary:	Full-time /Residential Student (p/a)	
If student comes on his/her own (first year)	23,161.20	
If student comes on his/her own (second year)	24,761.20	
If student comes with spouse (first year)	29,665.40	
If student comes with spouse (second year)	30,265.40	
If married couple bring one school child (first year)	32,323.40	
If married couple bring one school child (second year)	32,923.40	
If married couple bring one pre-school child (first year)	32,441.40	
If married couple bring one pre-school child (second year)	33,041.40	
If married couple bring one school child and one pre-school child (first year)	35,099.40	
If married couple bring one school child and one pre-school child (second year)	35,699.40	

The total amount will depend on whether the student is accompanied by the spouse or not, as well as the number of children at either pre-school age or school age.

PgDipl COLLEGE FEES 2013 (FIJI \$)

PGD Student	Full-time Residential Student (p/a)	Part-time students attending some courses on campus
Tuition Fees	11,212.00	935.00 p/c
Library Fees	250.00	125.00 p/a
Computer Fees	350.00	175.00 p/a
Text Books	750.00	optional
Research and Travel Fund	160.00	optional
Medical fees	1,200.00	optional
SBA Fees	40.00	20.00 p/a
Accommodation Fees: 1 bdrm flat 585.00; 2 bdrm flat 895.00	8950.00 / 5850.00 depending on family size	n/a
Food Allowance	3,247.20	n/a
Expenses Allowance	832.00	n/a
Total fees for student only in 1 bdrm flat.	23,891.20	
Spouse		
Tuition Fees	1,230.00	
Food Allowance	3,247.20	
Expenses Allowance	832.00	
Immigration Fees	195.00	
Total	5,504.20	
School Child		
Food Allowance	1,975.00	
Expenses allowance	488.00	
Immigration Fees	195.00	
Total	2,658.00	
Pre-school Child		
Food Allowance	1,644.00	

Expenses Allowance	162.00	
Kindergarten & Nursery Fees	775.00	
Immigration Fees	195.00	
Total	2,776.00	
Summary:	Full-time /Residential Student (p/a)	
If student comes on his/her own		23,891.20
If student comes with spouse		29,395.40
If married couple bring one school child		32,053.40
If married couple bring one pre-school child		32,171.40
If married couple bring one school child and one pre-school child		34,829.40
The total amount will depend on whether the student is accompanied by the spouse or not, as well as the number of children at either pre-school age or school age.		

BD (Hons) COLLEGE FEES 2012 (FIJI \$)		
BD Hons (36 Courses)	F/time /Residential Stdnt (p/a)	Part-time students attending some courses on campus
Tuition Fees	8,625.00	720.00 p/c
Library Fee	315.00	170.00 p/a
Computer Fee	430.00	215.00 p/a
Text Books	650.00	optional
Medical fee	1,200.00	optional
SBA Fee	40.00	20.00
Accommodation Fees: 1 bdrm flat 585.00; 2 bdrm flat 895.00	8950.00 / 5850.00 depending on family size	n/a
Food Allowance	3,247.20	n/a
Expenses Allowance	832.00	n/a
Total	21,194.20	

Thesis Preparation (for third year students' only)	385.00	385.00 p/a
Total for a Third Year Student	21,579.20	
Spouse		
Tuition Fee	1,230.00	
Food Allowance	3,247.20	
Expenses Allowance	832.00	
Immigration Fees	195.00	
Total	5,504.20	-
School Child		
Food Allowance	1,975.00	
Expenses allowance	488.00	
Immigration Fees	195.00	
Total	2,658.00	-
Pre-school Child		
Food Allowance	1,644.00	
Expenses Allowance	162.00	
Kindergarten & Nursery Fees	775.00	
Immigration Fees	195.00	
Total	2,776.00	
Summary:	Full-time /Residential Student (p/a)	
If student comes on his/her own (first & second year)	21,194.20	
If student comes on his/her own (third year)	21,589.20	
If student comes with spouse (first & second year)	26,698.40	
If student comes with spouse (third year)	27,083.40	
If married couple bring one school child (first & second year)	29,356.40	
If married couple bring one school child (third year)	29,741.40	
If married couple bring one pre-school child (first & second year)	29,474.40	
If married couple bring one pre-school child (third year)	29,859.40	
If married couple bring one school child and one pre-school child (first and second year)	32,132.40	
If married couple bring one school child and one pre-school child (third year)	32,517.40	

The total amount will depend on whether the student is accompanied by the spouse or not, as well as the number of children at either pre-school age or school age.

BD COLLEGE FEES 2012 (FIJI \$)

BD (28 courses)	Full-time / residential Student (p/a)	Part-time students attending some courses on campus	Extension Students (study only by extension)
Tuition Fees	6,708.00	720.00 p/c	520 p/c
Library Fees	315.00	170.00 p/a	50.00 p/a (optional)
Computer Fees	435.00	215.00 p/a	50.00 p/a (optional)
Text Books	650.00	optional	inclusive in tuition fees
Medical Fees	1,200.00	optional	n/a
SBA Fees	40.00	20.00	20.00 p/a (optional)
Accommodation Fees 1 bdrm flat – 585.00 & 2 bdrm flat – 895.00	8950.00 / 5850.00 depending on family size	n/a	n/a
Food Allowance	3,247.20	n/a	n/a
Expenses Allowance	832.00	n/a	n/a
Total	19,277.20		
Spouse			
Tuition Fees	1,230.00		
Food Allowance	3,247.20		
Expenses Allowance	832.00		
Immigration Fees	195.00		
Total	5,504.20		
School Child			
Food Allowance	1,975.00		
Expenses Allowance	488.00		

Immigration Fees	195.00		
Total	2,658.00		
Pre-school Child			
Food Allowance	1,644.00		
Expenses Allowance	162.00		
Kindergarten & Nursery Fees	775.00		
Immigration Fees	195.00		
Total	2,776.00		
Summary	Full-time / Residential Student (p/a)		
If student comes on his / her own		19,277.20	
If student comes with spouse		24,781.40	
If married couple bring one school child		27,439.40	
If married couple bring one pre-school child		27,557.40	
If married couple bring one school child and one pre-school child		30,215.40	
The total amount will depend on whether the student is accompanied by the spouse or not, as well as the number of children at either pre-school age or school age.			

Please note: All sponsors for students are requested to deal directly with students for Living and Food allowances from 2013 onwards. The figures indicated in our schedule are indicative / tentative and can be used as a guide. The determination of the actual allowance to be remitted is at the discretion of the sponsors. This was endorsed by the Executive meeting in November 2012.

Other Fees:

Specific Admission Fees:

- For Students from non-supporting Pacific Churches FJD 1,140.00
- For Students from outside the Pacific Region FJD 6,325.00

(These fees are in addition to the usual tuition fees and can be pro-rated for students who study less than full year).

- Late Registration Fees FJD 65.00

Additional Curriculum Fees (compulsory for identified students):

- Remedial English Course FJD 115.00 (per half semester)

Audit Courses:

- Auditing any BD courses FJD 230.00 (per audit course)

Thesis Writing (applied to BD Hons. students' only):

- Part-time tuition fee for BD Hons. thesis FJD 720.00 (per half semester) (as per above break-down)

Thesis Supervision (applied to PhD students' only):

- Part-time supervisory session fee for PhD. thesis FJD 50.00 (per hour) (as per above break-down)

Fee Policy

- The Church (or other funding body which has accepted responsibility for student fees) is requested to forward to PTC that total amount due by the beginning of each academic year (end of January or beginning of February).
- However, in case, any of the responsible Church or overseas funding body is unable to meet the beginning of the year deadline (due to unavoidable circumstances), then, they must make a payment in advance **at least 50% before the end of January and the balance (the other 50%) by June 30th** of the same academic year. The College Council resolution in relation to College Fees, which has been effective and enforced since 2011 is as follows: ***“Students’ fees must be paid in advance, at least 50% by 31st January and the balance by June 30th. Students whose fees are outstanding by the end of February and the end of July shall be suspended from classes. Suspension will cease once the amount due is paid. If the outstanding fees are not paid by March 31st and August 31st, the student’s studies will be terminated, and will be asked to leave the College”.***
- A student must not be accepted the following year of his/her studies, unless all arrears (fees & other expenditures) from previous year are fully paid.
- Students who start part-way through an academic year will be charged a proportion of the relevant annual fees.
- The charges listed above cover only the 41 weeks of the academic year. A charge based on one fortieth (1/40) of the yearly accommodation fee will be levied for each adult for each week of the summer vacation that he or she wishes to remain at P.T.C. The normal food allowance for each family must also be paid by the funding body for the vacation period. The Director of Finance will submit a statement regarding vacation expenses for each family to the church concerned.