



**PACIFIC
THEOLOGICAL
COLLEGE**

Towards Theological Education
for Leadership for Justice



HANDBOOK 2022

Serving the people of the Cook Islands, Fiji & Rotuma, West Papua, Nauru, Kiribati, Solomon Islands, Papua New Guinea, Vanuatu, Tahiti,
New Caledonia, Federated States of Micronesia, Niue, Marshall Islands, Tonga, Tuvalu, Samoa, and American Samoa.

Private Mail Bag, Suva, Fiji | Telephone: (679) 331-1100 | Fax: (679) 330-1728

CONTACT DETAILS

Mailing Address

Pacific Theological College
Private Mail Bag
Suva
Fiji Islands

Physical Address

78 Vuya Road, Suva

(Corner of Queen Elizabeth Drive &
Vuya Road)

Telecommunication

Telephone (679) 3311100
Fax (679) 3301728

Website www.ptc.ac.fj

Key Email Addresses

Principal	ulvaai@ptc.ac.fj
Vice Principal	ptc.transitioncommittee@ptc.ac.fj
Academic Dean	gkiki@ptc.ac.fj
Registrar	selai@ptc.ac.fj
Manager Finance	verenaisi.veresi@ptc.ac.fj

LIBRARY	library@ptc.ac.fj
PTCEE	director.ptcee@ptc.ac.fj
IMR	casimira@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.

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This Handbook (content and layout) was put together by the Academic Dean of the College, based on earlier PTC Handbook versions, using information provided by the Handbook Committee, members of faculty and support staff of the College. The appendix (student names) was collated by the Registrar of the College. The Handbook is designed by staff of the PTCEE programme.

WELCOME

Bula Vinaka!

As Principal of the Pacific Theological College (PTC), I greet you in the name of God who liberates the poor and oppressed. Welcome to the regional ecumenical institution of the Pacific! Despite the many covid19 challenges we face, God's grace overflows, healing and restoring us to become disciples.

Who studies and works at PTC?

PTC offers academic and formation education to both ordained and lay candidates from the Congregational, Methodist, Wesleyan, Presbyterian, Anglican, Uniting, Protestant, and Lutheran traditions who own the College. The College is also open to candidates from outside of these Christian traditions and outside of the Pacific region. With an internationally recognised faculty and well-equipped administration staff, PTC is able to deliver the much-needed theological education complemented by one of the best libraries in the region. PTC is also a hub for renowned visiting international scholars, church and government leaders, as well as ordinary people who visit daily. As a multi-cultural, multi-denominational, multi-ethnic, and recently a multi-faith institution in terms of its personnel, PTC is ecumenically structured and organised, offering deep, innovative, and transformative theological education to equip future leaders in their teaching and social justice ministries.

Why is PTC unique in the Pacific region?

Since its founding in 1961 and establishment in 1965, PTC has been instrumental in producing many educated church leaders, scholars, theologians, ethicists, and activists both for the Pacific churches and for the wider Pacific community. It is also the first institution in the Pacific to introduce and emphasise the importance of indigenisation and contextualisation both in theology and education, as well as assisting the churches and the countries in the region through the contributions of its

graduates in their transition towards religious and political self-autonomy. The College has also been instrumental, and still is, in shaping and guiding the theological responses of the churches in the Pacific Conference of Churches (PCC) as it addresses critically many of the political, economic and social issues in the region from the perspective of the Christian Gospel. Currently, what defines PTC is its vision “Towards excellence in theological education for Leadership for Justice”. This push for justice in all areas of life is instrumental in promoting holistic wellbeing for the region. PTC is also now steadily taking a leap of faith by transitioning to University to take this vision a step further.

What kind of learning environment is at PTC?

PTC promotes a holistic learning environment that academically and spiritually nurtures the body, mind, and spirit. While ecumenism, contextual theology and missiology define the hallmark and shape the identity of the College, what sets PTC apart from local and international theological institutions is the Pacific focus and the contextual nature of these. PTC prides itself in the mainstreaming of ‘pacificness’ in all its programmes and in the urge to decolonise and reconstruct the Christian gospel as holistic and life-giving. PTC also promotes a kind of theology spanning boundaries in its agenda whereby theology is required to be taken outside of the institutional confines of the church in order to dialogue with other disciplines, non-theological institutions and grassroots communities and to strengthen its capacity to critically address issues of social justice.

What does PTC offer?

PTC offers a range of academic programmes from Certificate to Bachelor level which are available both residentially and through our extension mode. The postgraduate programmes up to PhD level are only available residentially. Recently PTC has enjoyed its vibrant PhD programme. Through its leadership and academic courses and programmes, PTC

through its Institute of Mission and Research (IMR) is able to reach and facilitate the training of the most remote grassroots local communities on themes relating to pastoral counselling, peacebuilding, as well as social, economic, and ecological justice. PTC also has an Extension Education department that facilitates the offering of certificates up to Bachelor of Divinity level for non-residential candidates. Equally important is the fact that PTC offers a life centred on worship and spirituality.

Where is PTC?

PTC is located in Suva, Fiji. With Fiji increasingly becoming the hub of the Pacific, PTC’s geographical location makes it not only a central ecumenical institution in the region but also the bridge between the local and the international community in terms of theological education. Its learning and hiring facilities are convenient and economical to many who have visited PTC.

Can PTC be your place of study?

If you are passionate about discovering in one place contextual, ecumenical and missiological theology, biblical and doctrinal depth, the richness of Oceanic relational theologies, indigenous cultures and spirituality, and the courage to critically reflect on the colonial and postcolonial experiences of small island communities in Oceania from the theological and Oceanic perspectives, PTC is the right place for you. We can assist you achieve your purpose.

May your study and stay at PTC be fruitful!



Rev. Dr. Upolu Lumā Vaai
PRINCIPAL

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COLLEGE CALENDAR: 2022

SEMESTER 1			
Jan	11	Tue	College Opens
	27-28	Thurs-Fri	Faculty Retreat
	29	Sat	College Year begins
	30	Sun	Welcome & Opening Service
	31-04 Feb.	Mon-Fri	Orientation & Registration Week
Feb	04	Fri	World Cancer Day
	07	Mon	Semester I Begins
	07-11	Mon - Fri	Last Week of Registration/Changes
	20	Sun	World Day of Justice
	21	Mon	International Mother Language Day
Mar	02	Wed	Ash Wednesday
	04	Fri	World Day of Prayer
	04	Fri	Student Flat Inspection (SBA/OHS)
	22	Tues	World Water Day
Apr	04-08	Mon - Fri	Mid-Semester Break
	11	Mon	Lectures Resume
	11-14	Mon-Thurs	Holy Week
	15	Fri	Good Friday
	18	Mon	Easter Monday - Public Holiday

	21	Thurs	Executive Committee Meeting
	22	Fri	International Mother Earth Day
May	15	Sun	World Day of Families
	23-27	Mon-Fri	Week of Registration for Semester 2
	30-03 Jun	Mon-Fri	Assessment Week
June	03	Fri	Semester 1 Ends
	05	Sun	World Environment Day
	06-01 Jul	4 Weeks	Semester Break
	08	Wed	World Oceans Day

SEMESTER 2			
July	04	Mon	Semester 2 Begins
	04-08	Mon-Fri	Last week of registration/changes
	TBA		PTC&PRS Ecumenical Worship
Aug	01	Mon	BD(Hons)/MTh Students to Submit full draft of thesis to Supervisor
	05	Fri	Student Flat Inspection (SBA/OHS)
	09	Tues	International Day of the World's Indigenous People
	12	Fri	International Youth Day
	TBA		College Fund Raising
	TBA		Executive Committee Meeting

	29-02 Sept	Mon-Fri	Mid-Semester Break
Sept	01	Thurs	BD (Hons)/MTh Thesis Due: Submit Final thesis to Dean's Office.
	05	Mon	Lectures Resume
	07	Wed	Constitution Day - Public Holiday

	10	Sat	World Suicide Prevention Day
	21	Wed	International Day of Peace
Oct	02	Sun	International Day of Non-Violence
	07	Fri	Prophet Mohammed's Birthday – Public Holiday
	10	Mon	Fiji Day - Public Holiday World Mental Health Day
	17	Mon	International Day for Eradication of Poverty
	24 - 28	Mon - Fri	Assessment Week
	25	Tues	Diwali Day – Public Holiday
	28	Fri	Semester 2 Ends
	28	Fri	Etina Havea Prize Giving
	31 - 04 Nov	Mon - Fri	Week of Marking and Submitting Final Grades to Registrar's Office
Nov	08	Tues	Final Year Students & Spouses Retreat
	08	Tues	Academic Dean/Registrar Meeting
	10	Thurs	Final Faculty Meeting

	14-	Mon-	Executive Committee Meeting
	17	Thurs	Graduation
	19	Sat	College Academic Year Ends
Dec	TBA		College Closes for Christmas
2023 Jan.	TBA		College opens

ABOUT THE COLLEGE

VISION

To develop PTC as the premier regional theological institution for Leadership for Justice.

MISSION STATEMENT

To provide for the Pacific Churches and the region integrated tertiary theological education for leadership that is prophetic and justice driven, missiological, academic, socially contextual that respects and celebrates the ecumenical and cultural diversity that is relevant to regional stability, and that is formed by life affirming Pacific values and insights in an ever-changing environment.

PURPOSE AND OBJECTIVES

1. To strengthen obedience to Christ's vision of an ecumenical household.
2. To promote theological and ecumenical education critically addressing issues of justice and how they contribute to changing the story of local, regional, global and development.
3. To provide for the Pacific churches and the region leaders who are not just priests and theologians, but also prophets and advocates for justice.
4. To provide quality research that nurtures and promotes theologies of justice and ways of knowing that are Pacific and contextual in nature.

5. To encourage the uniqueness of Pacific indigenous philosophies and spirituality in informing biblical and theological interpretation and vice versa.
6. To articulate the faith of the church for the region and to bring such faith into action in solidarity with the justice dimension of the gospel.
7. To make evident to the world the missiological task of the church towards regional stability.
8. To strengthen a wider and holistic understanding of Christian faith to include other religious faiths.
9. To work towards achieving the vision of the College while ensuring the integrity of the life and work of the College in all its programmes.

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 institutionally registered (accredited) by the Fiji Higher Education Commission (FHEC). PTC's academic programmes, the *Doctor of Philosophy* in Theological Studies, *Master of Theology*, *Postgraduate Diploma* in Theological Studies, and *Bachelor of Divinity and Bachelor of Divinity with Honours*, are accredited by the South Pacific Association of Theological Schools (SPATS). The SPATS accreditation of academic programmes likewise includes those offered by the Institute for Mission and Research (IMR) and the Pacific Theological College Extension Education (PTCEE).

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 what 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, Samoa; The Congregational Christian Church, American Samoa, The Cook Islands Christian Church, The Ekalesia Kelisiano Tuvalu, The Ekalesia Niue, The Kiribati Uniting Church, The Nauru

Congregational Church, The Evangelical Lutheran Church of Papua New Guinea, The Free Wesleyan Church of Tonga, The Methodist Church in Fiji, Samoa Methodist Church, The Presbyterian Church of Vanuatu, The Etaretia Porotetani Maohi, The Protestant Church of Kanaky, New Caledonia (L'e'glise Protestante de Kanaky, Nouvelle Calédonie), 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 programmes 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 on the Faculty in carrying out these responsibilities, and the teaching staff share in the administration when asked. At present, nine full-time lecturers deliver the academic programme, together with contributions from the Principal, Vice Principal (Chair, PTC University Transition Committee) and the Director of the Extension Education Programme and a few outside assistants.

These together with the Registrar, Director of the Institute for Mission and Research, Director of Women's Fellowship Development Programme, Manager of Finance & Administration, Human Resource Manager, office staff, support staff and Etina Havea Kindergarten staff comprise the thirty staff of the College. The teaching staff is assisted in maintaining standards of teaching and examination by a Board of Graduate Studies which includes international scholars.

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

- Bachelor of Divinity / Bachelor of Divinity with Honours [BDHons]
- Postgraduate Diploma in Theological Studies [PGDipTheolStud]
- Master of Theology [MTh]

- Doctor of Philosophy in Theological Studies [PhDTheolStud]

Via Pacific Theological College Extension Education (PTCEE)

- Certificate in Theological Studies [C.TheolStud]
- Diploma in Theological Studies [DipTheolStud]
- Bachelor of Divinity [BDiv]

Via Institute for Mission and Research (IMR)

- Diploma in Applied Mission Studies [DipAMStud].
- Diploma in Pastoral Counselling (DipPC).
- Undergraduate Certificates: Social Analysis; Pacific Peace Building Training Intensive; Leadership and Management; Gender Voices for Dignity.
- Professional Development in ‘Mental Health’ and ‘Leadership in times of Crisis’
- Young Academics/Mission workers programme.
- Pacific Academy for Ecology, Development, Philosophy, Education and Science.

Via Women’s Fellowship Development Programme (WFDP)

- Certificate in Women’s Ministry Studies [C.WMinStud]
- Certificate in Women’s Ministry Studies & Theology [C.WMinStud&Theol]
- Certificate in Practical Arts and Life Skills [C.PA&LS]

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. At the same meeting, the Council further decided that as from 2008, PTC would offer its own PhD programme.

It is worth pointing out that the College is assisted in maintaining postgraduate admission standards by a Board of Graduate Studies which includes international scholars. The thesis component of all postgraduate work at PTC is always examined by regional and international scholars outside of PTC in order 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 Reverend Dr 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 (late renamed as 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

The Reverend Quigley 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 Rev. Dr. Havea's 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

Reverend 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 doctoral 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 the three years of Rev. Dr. Sione Latukefu's principalship, 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

Rev. Dr. Talapusi facilitated the development of the new contextual curriculum.

Jan.-Dec. 1995: The Reverend Dr. Samiuela Toa Finau Rev. Dr. Finau was Acting Principal for a year.

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 education 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.

2002-2018: The Reverend Prof. Dr. Uili Feleterika Nokise

The Reverend, Professor Nokise became the eighth Principal in January 2002, and continued to serve the College in this capacity until November 2018. He was the longest serving Principal for 17 years. Under his leadership the College has celebrated its 50th anniversary in March 2015 and the 50th graduation was held on November 2017. The full magnitude of his service and commitment as Principal can be seen in the changes and development that has transformed the College. To name a few: launch of the PhD programme (2005); new levels of academic promotions for teaching faculty (2014); library extension; establishing Institute of Research & Social Analysis; establishing Institute of Mission & Research; extension of new community house (The Popo La E Fala Havea Latukepu Fale); new mission conference centre (JMMC); internal renovation of the main administration building; new faculty house; new extension for Etina Havea Kindergarten; new covered walkways linking chapel to main building and new footpath linking students' residential flats to community fale and main building.

CURRENT PRINCIPAL

Jan. 2019 –: The Reverend, Prof. Dr. Upolu Luma Vaai

At the November 2018 Council meeting, the Reverend, Professor Vaai was appointed as the ninth Principal of the College. He officially commenced work in his capacity as Principal in January 2019.

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COLLEGE PERSONNEL

A. ADMINISTRATION

PRINCIPAL: REV. PROF. UPOLU LUMA VAAI

VICE PRINCIPAL: PROF. DERRICK ARMSTRONG

ACADEMIC DEAN: REV. ASSOC. PROF. GWAYAWENG LINGWAKU KIKI

REGISTRAR: MS. SELAI TUIDROKADROKA

FINANCE & ADMINISTRATION STAFF

FINANCE MANAGER	MS. VERENAISI VERESI
TEAM LEADER - FINANCE	MS. AREENA LAL
FINANCE & ADMIN OFFICER	MR. MOHAMMED SHARIQ
FINANCE ASSISTANT- BOOKSHOP & CANTEEN	MR. ASISH NAND
RECEPTIONIST	MS. SUSANA BAINIVALU
HUMAN RESOURCE MANAGER	MR. VIJAY KUMAR
MARKETING MANAGER	MR. ANIT KISHORE
PROJECT MANAGER	MR. MUNISH CHAND
INFORMATION TECHNOLOGY & LEARNING MANAGEMENT SYSTEM ADMINISTRATOR	MR. NITESH P. RAJ
INFORMATION TECHNOLOGY TECHNICIAN	MR. LORIMA L. MALO
PERSONAL ASSISTANT TO THE PRINCIPAL	MS. KINISIMERE NAIRI
CHAPLAIN	REV. LEDUA COLATI

MAINTENANCE STAFF

PROPERTY MANAGER	MR. JASVEER J. SINGH
TEAM LEADER	MR. SURENDRA PRASAD
MAINTENANCE TEAM	MS. ESTHER TAUKEI (Plumber) MR. FABIANO RACUMU MR. MOSESE VOLAVOLA MR. AMLESH KUMAR MS. FINAU MADANAWA MS. KASANITA R. KEPPEL MR. NIKO BIU MR. SEREKI NAITASI

ETINA HAVEA KINDERGARTEN STAFF

TEACHER & SUPERVISOR	MS. TOKASA MAWI
PRE-SCHOOL ASSISTANT TEACHER	MS. JOSEPHINE SHALINI
PRE-SCHOOL HELPER	MS. SERUWAIA ROKOSERE

JOVILI MEO MISSION CENTRE STAFF

MANAGER	MS. ARIETA TIRIKULA
CLEANERS	MS. ESETA DIRAVULA MR. JOSEVATA MASI

B. FACULTY

TEACHING FACULTY (ACADEMIC STAFF)

• **REV. PROF. DR. UPOLU LUMA VAAI**

Principal

Professor of Theology & Ethics

• **Rev. DR. GWAYAWENG LINGWAKU KIKI**

Academic Dean

Assoc. Prof. in Church Ministry

• **DR. KATHRYN TUILAUCALA IMRAY**

HoD: Biblical Studies

Assoc. Prof. in Hebrew Bible & Hebrew

• **REV. DR. DONALD SAMUEL**

HoD: Church Ministry

Senior Lecturer in Church Ministry

• **REV. DR. FAAFETAI AIAVA**

HoD: Theology & Ethics

Senior Lecturer in Theology & Ethics

• **DR. GLADSON JATHANNA**

HoD: Church History

Assoc. Prof. in Church History

• **MS. ASELA TUISAWAU**

Academic Skills Department

Lecturer in Academic/Research Skills and English

NON-TEACHING FACULTY

- **PROF. DERRICK ARMSTRONG**
Vice Principal

- **MS. SELAI TUIDROKADROKA**
Registrar

- **MR. AISAKE CASIMIRA**
Director: Institute for Mission and Research

- **MR. SAILOSI BATIRATU**
Director: Pacific Theological College Extension Education

- **REVD. MELANIE SMITH**
Director: Women's Fellowship Development Program

- **MRS. NALINI PREMADISH**
Librarian

Information on Academic Job Titles at PTC

Teaching Faculty or Academic Staff members are appointed at one of four job levels: Lecturer; Senior Lecturer; Associate Professor; and Professor. The appointment level is based on a variety of criteria (including education, professional experience, research and publications). Promotion within this system is possible. The appointment level recommendation is made by the Appointments & Staff Review Committee (ASRC) of Council, and is approved by Council or its Executive Committee.

C. FACULTY MEMBERS & ASSOCIATED STAFF

I. ADMINISTRATION

Principal and Professor in Theology & Ethics

Upolu L. Vaai, *CertTheol* (St. John's Trinity Theological College, Aotearoa/New Zealand), *DipTheol*, *BD* (Piula Theological College, Samoa), *MTheolSt* (Brisbane College of Theology, Australia), *PhD* (Griffith University, Brisbane, Australia). Ordained Minister of the Methodist Church in Samoa. At PTC since January 2014.

Vice Principal and Professor Emeritus

Derrick J. Armstrong, *BAPhil (Hons.)*, University College, London; *Further & Adult Edu. Teacher's Cert.*; *MA (Distinction)*, Lancaster University, England; *Ph.D.* (Lancaster University, England); *GradCert.* (Australian Institute of Company Directors). At PTC since January 2022.

Academic Dean and Associate Professor in Church Ministry

Gwayaweng L. Kiki, *CertTEd* (H.Trinity Teachers College, PNG); *DipTheol*, *BTheol* (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.

Registrar

Selai Tuidrokadroka, *BD* (Pacific Theological College, Fiji). Member of the Methodist Church in Fiji. At PTC since 1978.

Finance Manager

Verenaisi Veresi, *BAcc.* (University of the South Pacific, Fiji). Member of the Seventh Day Adventist, Fiji. At PTC since August 2021.

Team Leader: Finance & Administration

Areena Lal, *B.Acc.* (Fiji National University). At PTC since November 2012.

Finance Officer

Mohammed Shariq, *B.Comm.* (Fiji National University); *PgDip in Management*; *MComm.* in Management (Fiji National University). At PTC since February 2018.

Human Resources Manager

Vijay Kumar, *EMBA* (Fiji National University); *PDip in Leadership* (University of the South Pacific); *Dip Quality Mgmt.* (Australian Quality Council); *Cert HRM* (Inst of Manpower Research, India); *Cert in Mgmt.* (NZ)

Marketing Manager

Anit Kishore, *PDBM* (University of the South Pacific, Fiji); Further Trainings: *Complaint Management System*; *Quality Management Systems*; *Customer Satisfaction Program*; *Customer Retention/Relationship Management*; *Marketing Strategies*; *Digital Marketing*; *Microsoft Office Applications* (Training and Productivity Authority of Fiji (FNU). At PTC since July 2021.

Project Manager

Munish Chand

College Chaplain

Rev. Ledua Colati, *CertPrTeaching*; *BSc* (University of South Pacific, Fiji); *CertAdvanced Leadership - Evangelism* (Haggai Institute, Singapore); Ordained Minister of the Methodist Church, Fiji; At PTC since January 2020.

II. ACADEMIC DEPARTMENTS

1. DEPARTMENT OF BIBLICAL STUDIES

Head of Department; Associate Professor in Hebrew Bible & Hebrew

Kathryn Tuilaucala Imray, BA, BA (Hons), PhD (Murdoch University, Australia), PGDipCouns (ACAP, Australia), PhD (Deakin University, Australia). Affiliated with the Jewish Renewal movement. At PTC since January 2016.

2. DEPARTMENT OF THEOLOGY & ETHICS

Head of Department; Senior Lecturer in Theology and Ethics

Faafetai Aiava, BD (Malua Theological College, Samoa), MTh (Dist.) (Pacific Theological College, Fiji), PhD (Pacific Theological College, Fiji). Minister of the Congregational Christian Church, Samoa. At PTC since January 2018.

Professor of Theology and Ethics

Upolu L. Vaai, CertTheol (St. John's Trinity Theological College, Aotearoa/New Zealand); DipTheol, BD (Piula Theological College, Samoa); MTheolSt (Brisbane College of Theology, Australia); PhD (Griffith University, Brisbane, Australia). Ordained Minister of the Methodist Church in Samoa. At PTC since January 2014.

3. DEPARTMENT OF CHURCH HISTORY

Head of Department; Associate Professor in Church History

Gladson Jathanna, BA (Mahatma Gandhi Memorial College, Mangalore University, India); BD (Karnataka Theological College, India); MTh (Gurukul Lutheran Theological College and Research Institute, Chennai, India); D.Theol (George August University, Göttingen/Germany). At PTC since September 2019.

4. DEPARTMENT OF CHURCH MINISTRY

Head of Department; Senior Lecturer in Church Ministry

Donald Samuel, BSc (Madurai Kamaraj University, India), BD (Tamilnadu Theological Seminary, India), MA, MPhil, PhD (Madurai Kamaraj University),

MTh, DTh (University of South Africa). Ordained Minister in the Church of South India. At PTC since January 2015.

Associate Professor in Church Ministry

Gwayaweng Kiki, *CertTEd* (H.Trinity Teachers College, PNG);

DipTheo, BTheol (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.

5. ACADEMIC SKILLS DEPARTMENT

Lecturer in Academic/Research Skills and English

Asela Tuisawau, *MA* (Monash University, Australia); *BA* (University of South Pacific, Fiji). Member of the Methodist Church, Fiji. At PTC since January 2020.

D. PROGRAMME PERSONNEL

I. INSTITUTE FOR MISSION AND RESEARCH (IMR)

Full Time Staff

Director

Aisake Casimira, *BD (Hons)* (Pacific Regional Seminary, Suva, Fiji); *BD* (cum Laudes), (Urbaniana University, Rome, Italy); *Double Masters* (Licentiate) in Biblical Theology (cum Laudes) and Public Ethics (cum Laudes) (Gregorian University, Rome, Italy). Member of the Catholic Archdiocese of Suva, Fiji. At PTC since June 2016.

Office Administrator

Soela Matai. Bachelor Degree in Management, Public Administration & Industrial Relation (current), (University of the South Pacific, Fiji), Member of the Catholic Archdiocese of Suva, Fiji. At PTC since January 2020.

Documentation Officer – IMR transition

Raijeli Uluinaceva, *UgCert* (Social Analysis), *UgCert* (Leadership & Management) (Pacific Theological College). Bachelor Degree in Management, Public Administration & Industrial Relation (current), (University of the South Pacific, Fiji), Member of the Methodist Church in Fiji. At PTC since August 2008.

Programmes Manager

Rusila Nabouniu, *BA* (Psychology and Sociology), (University of the South Pacific, Fiji). Certificate in Training and Assessment (current), (University of the South Pacific), Member of the Seventh Day Adventist Church. At PTC since June 2016.

Finance Officer

Lily Wainiu, *BComm.* (Accounting and Economics), (University of the South Pacific, Fiji). Member of the Assemblies of God Church, Fiji. At PTC since January 2021.

Communications Coordinator

Theresa Fox. BA (Journalism) (University of the South Pacific, Fiji). BA, Media and Communications (current) (Fiji National University). Member of the Methodist Church in Fiji. At PTC since January 2019.

Course Coordinator – Diploma in Applied Mission Studies

Lynne Lalanabaravi, UgCert (Peacebuilding), UgCert (Social Analysis) (Pacific Theological College), Certificate in Training and Assessment (current), (University of the South Pacific), Member of the Methodist Church in Fiji. At PTC since March 1987.

Course Coordinator – Diploma in Pastoral Counselling

Vosita Lenisaurua. BA (Psychology and Sociology), (University of the South Pacific, Fiji), Cert. in Peacebuilding (Eastern Mennonite University, USA), Certificate in Training and Assessment (current), (University of the South Pacific), Member of the Catholic Archdiocese of Suva, Fiji. At PTC since January 2020.

Project Officer – Community Learning

Pauliasi Tuilau, MBA, (University of the Sunshine Coast Queensland, Australia), PostGradDip in Business Administration (University of the Sunshine Coast Queensland, Australia), ADQM (TAFE Sydney, Australia), Dip. Agribusiness and Post-Harvest Management (Galilee International Management Institute, Northern Galilee Valley, Israel), Member of the Seventh Day Adventist Church. At PTC since September 2021.

Retainer Staff

Programmes Assistant – Online Accredited and Professional Development Courses Administrator, Resilience Research and Pacific Academy.

Tevita Roqica, BESC, (University of the South Pacific, Fiji). Member of the Assemblies of God Church, Fiji. At PTC since January 2021.

Course Coordinator – Gender Voices for Dignity, Blended Mode (Face-to-Face and Online)

Anasaini Boila, MA – Counselling (Developmental and Social Studies), (College of Health and Biomedicine, Victoria University, Melbourne, Australia. *PostGradDip* (Applied Psychology, School of Social Sciences, University of the South Pacific, Fiji). Member of the Methodist Church in Fiji. At PTC since September 2021.

Volunteers

Unaisi Qesanalagi. *LLB* (Bachelor of Law, University of Fiji), *GDLP* (Graduate Diploma in Legal Practice) (University of Fiji) and *PGCINRD* (Post Graduate Certificate in International Relations and Diplomacy) (University of Fiji). **Intern with the Community Learning Project.** Member of the Christian Mission Fellowship Fiji. At PTC since April 2021.

Senimelia Tuisabeto. *BComm.* (Accounting and Economics, University of the South Pacific, Fiji), **Intern with the IMR Finance office.** Member of the Christian Mission Fellowship, Fiji. At PTC since July 2021.

Unaisi Dikau. *PostgradDip* in Arts (Psychology), (Fiji National University), *BEd.* (Secondary), current, (University of the South Pacific, Fiji). **Intern with the Gender Voices for Dignity project.** Member of the Methodist Church in Fiji, At PTC since February 2021.

Vitalina Lewavuga. *BSc,* (Environmental Science), (Fiji National University). **Intern with the Pastoral Counselling Diploma project.** Member of the Archdiocese of Suva, Fiji. At PTC since February 2021.

II. PACIFIC THEOLOGICAL COLLEGE EXTENSION EDUCATION (PTCEE)

Director

Sailosi Batiratu, BA (Management and History/Politics) (University of the South Pacific); PGCert. in Human Relations Management (University of the South Pacific). Member of the Catholic Church in Fiji. At PTC since August 2018.

Programme Administrator

Fareen Nisha, Professional Diploma in Business Management (USP), Cert in Database Design and Development (USP), Cert in Writing Reports & Proposals (USP), Cert in Advanced Graphics Design (FNU), Office Technology/Computing and Accounts/Application Software and Programming, (Pitman Guilds, London). At PTC since June, 2016.

Learning Management Systems Administrator

Nitesh Raj, Diploma in IS (FNU), Professional Diploma in Business Management (USP), Moodle Administrator & Course Creator (Brisbane, Australia), Database Design and Development (USP), Marketing with Social Media (USP), VMware Fundamentals, 3M Volition Certificate in Enterprise Networks Solution Copper & Fiber Optic. At PTC since November, 2017.

III. WOMEN'S FELLOWSHIP DEVELOPMENT PROGRAMME (WFDP)

Director

Rev. Melanie Smith. B.Soc.Sci. (Hons. Distinction) (International Studies with Political Science, University of Birmingham, UK); B.Th. (University of Cambridge, UK). Ordained Minister in the United Reformed Church, United Kingdom. At PTC since January 2022.

IV. LIBRARY

Librarian

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

Library Assistant

Suliana Moce, *CLIS, DLIS, BComm.* (University of the South Pacific, Fiji). Member of the Methodist Church in Fiji. At PTC since January 2015.

Library Attendant

Ana Mamatuki, *CLIS* (University of the South Pacific, Fiji). Member of the Catholic Church in Fiji. At PTC since January 2015.

V. KRUGER COMPUTER CENTRE

IT/LMS Administrator

Nitesh P. Raj, *HE Diploma in Information System's (FNU), Pro Diploma in Business Management (USP), Moodle Administrator & Course Creator (Brisbane, Australia), VMWare, Fortinet NSE_1 & NSE_2, Veeam Technical & Sales, Database Design and Development (USP), Marketing with Social Media (USP), 3M Volition Certificate in Enterprise Networks Solution Copper & Fiber Optic.* At PTC since 2017.

IT Technician

Lorima L. Malo, *DipIT Networking* (TAFENSW – New South Wales Technical and Further Education Commission, Australia); Professional Trade Certificate: *CCNA 4 – Routing & Switching* (University of the South Pacific). At PTC since 2017.

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E. ACADEMIC POLICIES

A. ASSESSMENT: SYSTEM OF GRADING

1. The following system is used to grade students' coursework. It should be noted that the grading criteria for each course, as well as the relation between assignments, exercises, tests and examinations are set by the lecturer concerned, though within the overall College framework.

Grade Category	Grade Number	Grade Points	Grade Classification
A+	90-100	10	Outstanding
A	85-89	9	Excellent
A-	80-84	8	Very Good
B+	75-79	7	Good
B	70-74	6	With Merit
B-	65-69	5	Fair
C+	60-64	4	Adequate
C	55-59	3	Pass
C-	50-54	2	Marginal pass
D	45-49	0	Marginal Fail
F	Below 45	0	Fail
I		0	Incomplete
Other grade categories and classifications:			
S			Satisfactory
U			Unsatisfactory
Aud			Audit
W			Withdrawal

Grade category: Courses which assess students' work based on a fine-grading system indicate the course grade by means of the grade category in the first instance.

Grade number: Courses which assess students' work based on a fine-grading system use the grade number so as to more precisely show how the relevant work has been assessed. For example: "B+ / 78".

Grade classification: this is offered as a descriptive label for each category, but it is not usually spelled out in individual course grades.

Grade points: this system is being phased out; it is only used for grade average calculations where grade numbers are not available.

Courses which do not use fine-grading usually indicate performance by means of the classification 'satisfactory' or 'unsatisfactory'.

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

2. BD (Hons) and MTh theses are graded as follows:

Grade Classification	Grade Number
Pass with High Distinction	90 – 100
Pass with Distinction	80 – 89
Pass with Merit	70 – 79
Pass	50 – 69
Fail	Below 50

The grading system for PhD dissertations is indicated in the PhD regulations.

B. ACADEMIC REGULATIONS

1. Candidates whose cumulative grade average is below grade number 50 at the end of the first year of studies (full-time or equivalent) or at the end of any subsequent semester-half will be placed on academic probation. This status may be removed only by raising the average to grade number 50 or above by obtaining higher grades in subsequent courses.
2. 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 one course. 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.
3. An **I grade** not made-up by the week preceding the next registration week will be changed automatically to an **F (Fail)** by the Registrar at the beginning of that registration week. Students who receive one or more I grades in a semester will undergo a review by the Dean, who will assess their ability to continue in the programme in which they are enrolled.
4. An **F grade** in a course means that the student has not passed the course and must repeat the course or a faculty approved alternative. Whether or not the student has to attend classes for a repeated course will be determined by the lecturer concerned.
5. A **D grade** for a course means that the student must raise the overall course grade by re-sitting examinations and/or by submitting equivalent assignments as assigned by the lecturer concerned.
 - a) The procedure for requesting an **upgrade** of an overall/final grade for a course is as follows: (i) The student must make the request to the lecturer concerned within one week of the

release of the grades by the Registrar. For the **second semester**, the upgrade of a final grade for a course will be possible until the first week of the following academic year. (ii)

The lecturer must inform the Academic Dean within one week of the request. The Academic Dean will approve/disapprove based on the student's previous and present performance. (iii) The lecturer will assign the student an exam or equivalent level of work, which will have to be completed as per above. (iv) Normally, the overall/final course grade may only be raised by one level, e.g. from a D to a C-. (v) An upgrade of more than one level may only be granted in exceptional circumstances, and must be formally requested in a letter from the student to the Academic Dean.

- b) 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 12 of a semester, 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 final-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.

6. 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.

7. The assessment pattern for a 20 credit (200 learning hour) course is 3,000 word equivalence summative assessment (degree-level) and 4,000 words equivalence summative assessment (postgraduate level). The word count does not include the bibliography.

8. Language courses are not normally for audit since daily preparation of the course work is essential to these classes.

9. **Class attendance** in courses taught in a residential/face-to-face setting or through virtual learning platforms (e.g. zoom online classes) is obligatory. Excessive lateness may be counted as absence. 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 15% of classes, he/she must bring a medical doctor's certificate to the Registrar. Any further absence will usually have an adverse effect on the student's final grade for the course, i.e., if a student is absent for more than 15% of the classes without a valid excuse, the lecturer may deduct 2 grade points per hour missed beyond the 15% limit. A lecturer may decide to be more lenient in the case of students who are absent for documented medical reasons. If a student is absent for 40% or more of class time the lecturer may decide to issue a 'Fail' grade, regardless of the student's performance in assessed work submitted up until that point. This also applies to students who are absent from class for documented medical reasons.

C. COMPUTER LITERACY

Computer courses are offered for all first-year students who are not sufficiently computer literate. Students must satisfactorily complete the course assigned to them.

D. GENERAL POLICIES AND INFORMATION

1. Poor Academic Practice, Plagiarism and Cheating

This section focuses on cases of plagiarism and poor academic practice in ***assignments*** relating to ***coursework***.

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 practices. 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*. Neither is acceptable.

- If a lecturer discovers *poor academic practice* in any assignment or other work produced as part of the student's programme of studies, 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 or other work produced as part of the student's programme of studies, the lecturer gives the student one chance to redo the paper. The re-submitted paper will not be graded above the grade category '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, which shall make a final decision.
- Lecturers will inform the Academic Dean of every instance of student plagiarism or poor academic practice they encounter. The Academic Dean will maintain a list of students of who have produced work deemed to constitute poor academic practice or plagiarism. The list is distributed to teaching faculty whenever it is updated.

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 at and copying another person’s work with or without permission of the person who did the work originally. It also includes the case of a student asking someone else to write assessed work for him/herself.

- 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. Plagiarism, Poor Academic Practice, and Thesis Examination

This section focuses on cases of plagiarism and poor academic practice relating to the *examination* of a *thesis* or *dissertation* produced by a student in an academic award programme at PTC.

It should be pointed out that in some countries, plagiarism and poor academic practice may have legal consequences, depending on local copyright law, and this affects the way some tertiary institutions deal with plagiarism in theses and dissertations. This does not generally appear to be the case in Fiji, and we therefore need not entertain such legal matters here. The current Academic Policies of PTC define plagiarism and poor academic practice as ethical, cultural, and academic misconduct.

a. Definitions/Clarifications

- **Poor academic practice** (henceforth: **PAP**) is unintentional in the sense that it occurs due to a lack of basic academic writing competence. **Plagiarism** (henceforth: **P**) is a deliberate, intentional act to mislead the reader of a text with regard to the origins of the text produced. There

are borderline cases where it is difficult to decide whether a particular instance constitutes P or PAP: intent is sometimes hard to prove. In such cases, the student should be given the benefit of the doubt (i.e., assume that it is PAP and not P). In general terms, however, if it is found that a student has actively taken steps to hide the fact that his/her work was taken from a source (without appropriate referencing), this should be taken as pointing to P rather than PAP. Nevertheless: neither P nor PAP is acceptable.

Neither PAP nor P can be tolerated in academic work, and especially not in thesis work. However, since P is by definition intentional (that is, the intention is deliberately to mislead the reader), the consequences may be more serious.

- For example, pervasive plagiarism in a thesis at examination stage may lead to the thesis being failed (without a chance of resubmission). Persistent poor academic practice, on the other hand, may lead to the thesis being rejected, with the option of resubmission.
- Examiners who notice P or PAP must fully document the case, so that other persons involved in the process can easily identify the text portions affected, as well as the source.

b. Responsibilities and Preventative Measures

- It is the student's responsibility to produce work that is academically acceptable.
- The College provides clear documentation on appropriate referencing, as well as individual and/or group support to explain appropriate writing and referencing techniques.
- The role of the supervisor is to advise the student, which includes spot checks on student work throughout the writing stage. All supervisors at PTC will participate in annual in-house training designed to spot P and PAP in students' work.
- Computer-based, automated anti-plagiarism services may be used (if available), but should never be relied upon exclusively.

c. Draft Stage Procedures

- Anyone who notices P or PAP in a student's thesis or dissertation drafts prior to the submission of the work for examination should contact the supervisor. The supervisor will discuss the issue with the student in line with general P & PAP procedures at PTC.
- If a thesis-writing student repeatedly fails to heed the advice of the supervisor with regard to P & PAP, the case may be taken to Faculty via the Academic Dean, who, in severe cases, may decide to terminate the candidacy of the student concerned.

d. Examination Stage Procedures

- If an examiner notices P or PAP in a candidate's thesis or dissertation once it has been submitted for examination, he/she should immediately contact the Academic Dean of the College. This should take place before the oral defence stage.
- If there are only two or three isolated examples of P or PAP in the entire thesis or dissertation, the examination process can continue (the candidate will be informed about these isolated examples, and will be required to change them in the final version).
- If the evidence points to pervasive use of P or PAP, the Board of Examiners has the following options:
 1. The thesis or dissertation may be rejected without the possibility of resubmission, if there is considerable evidence of substantial plagiarism in several parts of the thesis.
 2. The thesis or dissertation may be returned to the candidate, together with the evidence for P and/or PAP, and the candidate will be asked to rewrite and resubmit the thesis within a specified period of time.

Content-related suggestions or criticism should not be included at this stage. This option is advisable if the evidence points to poor academic practice in the main, rather than plagiarism. The rewritten and resubmitted thesis/dissertation will be re-examined, and the examination process

continues as before. If the resubmitted dissertation still shows substantial evidence of either P or PAP, the Board of Examiners should consider rejecting the thesis.

It is the candidates' responsibility to rewrite the thesis in such a way that no further instances of P or PAP appear. The supervisor(s) and the Academic Dean (or any other appropriate person appointed by the Academic Dean) will provide advice to the student.

Examiners do not need to work through the entire thesis to highlight each and every point where P and/or PAP has occurred: a selection of at least six passages will suffice.

e. Post-Examination Stage Procedures

- Anyone who notices P or PAP in a thesis or dissertation that has been passed by the Board of Examiners, before or after the degree has been formally awarded, should contact the Academic Dean and the Principal of the College. If there is substantial evidence, the following steps must be considered:
 1. If the degree has not yet been formally awarded, the Board of Examiners will be asked to reconvene to assess the evidence, and to take appropriate action. Any formal award plans (e.g., graduation) will be put on hold until the case has been resolved.
 2. If the degree has already been formally awarded, the Board of Graduate Studies (BoGS) will assess the evidence and decide on appropriate action, which may include withdrawing the degree award. The BoGS may ask suitably qualified person/s to provide an expert report on the case to help the BoGS in this process. If the Board of Examiners or the Board of Graduate Studies concludes that the degree should be withdrawn, such a recommendation must be presented to the Council of the College (or its Executive Committee) for approval.

f. Appeal Procedures

- The candidate may appeal decisions with regard to plagiarism and poor academic practice. Any such appeal should be directed to the Board of Appeal no later than 30 days after the candidate has been informed.

3. Registration

a. Procedures

- 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 \$72.00 for **late registration**.
- Changes to course registration **must** be completed by the second week of lectures each semester, as scheduled in the College Calendar.

b. Withdrawal from Studies

From time to time, students might need to withdraw from a PTC undergraduate or postgraduate degree due to unforeseeable circumstances. For whatever reason, you must collect a *Withdrawal Form* from the Office of the Registrar at least one week prior to the planned withdrawal date and submit the form to the same office. To fill this form correctly the student is required to: (i) provide verifiable reasons for the withdrawal (ii) acquire the signed endorsement from the Principal, the Academic Dean, and the Supervisor; and (iii) attach any additional documents requested by the signatories.

This documentation is then presented by the Registrar to the PTC faculty, where a decision to approve or deny the request for withdrawal will be made. A decision from the faculty will be communicated to you by the Office of the Registrar within 5-7 days of receiving your request. For privately-funded students the refund policy above applies. For sponsored students, the College will liaise with your church/donors regarding your withdrawal. The Department of Immigration and Inland Revenue Fiji will also be notified in relation to your amended status at the College.

- If a student **withdraws from a course after the second week of lectures**, a "W" will appear on his/her transcript for the course. Withdrawal is only possible **before** the deadline for the last piece of assessed work for the course concerned has passed. A 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.

c. Auditing Courses

Students wishing to audit courses may do so if they have the approval of both the lecturer concerned and their 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 spare copies are available.

4. Processing of student's grades

Lecturers are usually required to submit grades for each semester to the Registrar during the first week of the following semester. Grades for second semester must be submitted to the Registrar on the Wednesday following the end of the semester for graduating students and by the following orientation week for continuing students.

Study Departments are required to discuss all course grades within the department prior to handing them in to the Registrar. Grades should be submitted both in grade number and in grade category.

The Registrar processes the grade information before submitting it to the Faculty Meeting for approval. All grades given by lecturers are provisional until they are approved by the Faculty meeting.

The Registrar sends to each students their approved grades for courses completed at the end of each semester.

5. General Thesis and Dissertation Regulations

Language

Theses written at PTC, whether at Bachelor, Masters, or Doctoral level, are examined by qualified, independent examiners (i.e., not PTC faculty members) from the region and beyond. Therefore, any thesis produced at PTC is to be

written in the English language, and must be written in a formal, academic style acceptable in an international context. Any words, phrases, or text excerpts from another language (such as Greek, Hebrew, Fijian, Bislama, French, etc.) must be additionally translated into English.

The use of proof-readers is encouraged.

Special permission to write the entire thesis (or substantial parts thereof) in a language other than English without a translation into English may be requested in cases where the topic demands. Such permission must be obtained, in writing (via the supervisor and the Academic Dean), from Faculty. Copies of the document confirming such permission must be included in an appendix to the thesis.

Thesis Declaration

Every thesis written as part of the requirements for a particular degree programme at PTC must include the following thesis statement (signed by the student):

I, the undersigned, hereby declare that this thesis, which is words in length (excluding the bibliography and front matter), has been written 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.

Name: _____
Signed: _____
Date: _____



THE PACIFIC THEOLOGICAL COLLEGE

Serving the people of the Cook Islands, Fiji & Rotuma, West Papua, Nauru, Kiribati, Solomon Islands, Papua New Guinea, Vanuatu, Tahiti, New Caledonia, Federated States of Micronesia, Niue, Marshall Islands, Tonga, Tuvalu, Samoa, and. American Samoa,

Telephone: (679) 331-1100

Fax: (679) 330-1728

E-mail: gkiki@ptc.ac.fj

Private Mail Bag

Suva, Fiji

(78 Vuya Road, Veiuto, Suva)

Copyright Statement and Supervisor's Approval

Once the thesis or dissertation has been examined and passed, and any changes required by the examiners have been approved by the supervisor, the following copyright statement is printed on a separate page prior to lodging the final version of the thesis or dissertation with the library of PTC, via the Academic Dean. On the same page, the supervisor indicates his/her approval of the changes made in response to the examiners' requirements by means of the following statement:

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.

Name: _____

Signed: _____

Date: _____

I, the supervisor or acting supervisor of this student's thesis or dissertation, have sighted the final copy of the thesis and confirm that the student has made the changes required by the examiners.

Name: _____

Signed: _____

Date: _____

BD (Hons) and MTh Thesis Process

It is the student's responsibility to approach their adviser, the appropriate department, or, if in doubt, the Academic Dean, at least two months before the thesis writing stage begins, so that a suitable supervisor is allocated from within the teaching faculty.

The thesis work required as part of the BD (Hons) and MTh programmes is characterised by tight deadlines, which are designed to ensure that students can graduate at the end of a given academic year. A student who misses one or more deadlines in the process cannot be guaranteed graduation at the end of a given year even if the thesis is awarded a pass-grade. It is the responsibility of each student to submit work at the appropriate time(s). The specific deadlines for a given academic year will be published separately for each academic year.

6. BD (Hons) and MTh Thesis Examination Process

- a. All thesis examination information is highly confidential. Names and reports of examiners (and nothing else) will usually be released to the student concerned after the faculty meeting that approves the grade, though the name will be released only if the examiner concerned has explicitly agreed to the release of his/her name. Therefore, information about the examiners will not be released to the student (let alone anyone else) until and unless the faculty meeting has explicitly authorised someone to do so, and only once the thesis grade has been approved by a faculty meeting. In addition, only the final grade agreed upon by faculty will be released, but not the individual grades allocated by the different examiners. Reports that are shared with students must therefore be edited in order to delete grade information.

In June/July¹ each year, all departments will contact potential examiners. For all these theses, we will require three suitably qualified persons: two examiners and one potential moderator (see below). Once the required

¹ Occasionally, a student who has been granted an extension might submit the thesis considerably earlier (i.e., out of turn with the normal date of submission). In such a case, the examination process might start earlier.

information (see below) has been obtained, and the examiners have agreed, the department forwards that information to the Academic Dean (hereafter: AD).

b. We will take the following criteria into consideration when it comes to the selection of the thesis examiners:

- Past experience of using this particular examiner (e.g.: has the examiner been late before, or failed to provide an academically sound report?).
- Is the examiner suitably qualified for a given thesis? Please note that this is not simply a matter of what degrees this person holds. However, in general terms, the minimum academic qualification for a BD (Hons) thesis examiner is a Master's degree (PhD preferred). For a MTh thesis, examiners should hold a PhD (in exceptional cases, a Masters degree). Examiners should have teaching experience at the level of the thesis examined.
- At least one of the examiners should be a Pacific Islander, if possible.
- The examiner should not work at the College where the student may be working in future, or be a high official in the student's church.
- All examiners should be external to PTC (i.e., not someone who is currently employed at PTC). In exceptional cases, a BD (Hons) thesis may be examined by someone who works at PTC.
- No person who has been involved in the supervision process or who has given advice to the student on his/her written thesis work should be asked to examine the thesis.

For every examiner, the AD needs to be supplied with the following information for record purposes, bearing in mind that PTC needs to account for its decisions when it comes to accreditation (SPATS/FHEC):

- Full name/s and formal address (titles), such as 'Rev. Dr'.
- Email and postal address (in case we need the latter for the courier service).

- Information as to whether the examiner requires a printed thesis (normally we only send the electronic copy: WORD and PDF files).
 - Reasons why the examiner is thought to be appropriate for this particular thesis, especially if the person does not have an obvious background in the particular discipline.
- c.** The thesis is sent to the two examiners within two days after the submission deadline stipulated in the Handbook (currently: 01st September 2022). Examiners are requested to complete a report and to allocate a grade number within four weeks. The moderator will be asked to be ready at short notice to moderate that examiners' grades, if necessary (see below).
- d.** The AD informs the examiners and the moderator about the thesis examination process (e.g., the grade number and category system used at PTC), and requests personal details for the payment of the honorarium.
- e.** If the difference between the grade numbers given by the two examiners is 14 or less (e.g., 55 and 69, or 80 and 88), a simple arithmetic mean (average) calculation determines the final grade. If the average results in a fractional component (e.g., 82.1, or 55.8), the result is rounded up or down (rounded down if it is .4 or less, and rounded up if it is .5 or more).
- f.** The moderator is used only
- if the difference in grade numbers between the first and second examiner is equal to or greater than 20 points, or
 - if one of the examiners awards a grade number below 50.

The moderator will be asked to determine a final grade together with a brief report that explains the rationale for the decision. The final grade must be within the grade number range of the first and second examiner; i.e., if the first examiner gives a grade of 55, and the second a grade of 80, the moderator must allocate a grade number of at least 55, and no more than 80. The moderator should provide a rationale for that decision (i.e., the decision

should not be based on a simple arithmetic mean). The moderator will be sent the thesis as well as the reports and grades given by the two examiners.

- g.** In order to allow this process to take place, examiners will be asked to complete the examination within four weeks, and the moderator will be asked to be prepared to perform the moderation exercise within three weeks, at short notice.
- h.** To avoid time-consuming courier delivery, we request all examiners to work with the PDF file of the thesis.
- i.** Once reports from the examiners are received, the AD forwards the reports to the supervisor/department concerned. The supervisor produces an edited version of the report for the student which focuses on changes the student is required to make before the thesis is submitted to the library, and prior to graduation. This edited version must be approved by the AD before it is given to the student. The full reports of the examiners (in which grade details are deleted, as well as the name of the examiner, if s/he wishes to remain anonymous) is released to students after the final faculty meeting which determines the grades.
- j.** BD (Hons) and MTh thesis examiners will be given the explicit option of rejecting the thesis with the option of resubmission. This may be considered if the thesis cannot pass as it stands, provided the examiners are of the opinion that a substantially rewritten thesis might pass. Substantial rewriting implies a revision that takes at least six weeks.

7. 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. Neither the certificate for the academic award nor the academic transcripts will be issued to students who have not settled their debts in full.

8. Community Prizes

The award of the following community prizes may be considered:

The **John Tidex Prize for Community Work**, to be awarded to a male student or community member's outstanding contribution to the PTC community.

The **Fiona McAdam Prize for Community Work**, to be awarded to a female student or community member's outstanding contribution to the PTC community.

The **Jean Bell Prize for Leadership and Example**, to be awarded to female community member who has demonstrated outstanding qualities in leadership.

E. RESEARCH SEMINARS

Postgraduate students (i.e., PgDip, MTh, PhD) participate in relevant research seminars:

- the *Departmental Seminars* (all postgraduate students associated with that department),
- the *Common Thesis Seminar* (all postgraduate students), and
- the *PhD Seminar* (PhD students).

Further details are spelled out in the individual academic award regulations. Part-time students who are not resident on campus may be exempted from some of these obligations.

PTC research seminars are of immense value and benefit students and faculty alike. Please commit to them for these important reasons:

- we gain confidence by presenting our own work clearly and helpfully to others;
- we learn from a variety of responses to our own work and therefore improve it;
- we listen to and learn from the work of others, offering critique and encouragement;

- we enhance our theological knowledge base and academic presentation skills;
- we model Pacific inter-relatedness through mutuality in theology and scholarship.

F. SPATS AND FHEC REGULATIONS

a. Accreditation Standards & Guidelines

For academic programme accreditation, the College complies with the frameworks and quality standards and guidelines set out by the South Pacific Association of Theological Schools (SPATS) and the Qualifications Framework of the Fiji Higher Education Commission (FHEC).

b. Learning Levels, Notional Learning Hours and Credits

All PTC programmes are classified by *learning levels* (LL), *notional learning hours* (NLH) and *credits* (C). This will allow us to indicate:

- the learning level (LL) at which programme and course learning outcomes are set – Levels 5-10 for Higher Education;
- the notional learning hours (NLH), indicate the average time spend by the student to achieve the desired learning outcome for a given course or award; - 1 credit equals 10 notional hours of student learning.
- credits (C) reflects the total number of NHL for an academic programme and a course therein. E.g. a 20 credit course = 200 notional hours of learning, and a 120 credit hours (1200 NHL) indicates a fulltime year of study.

G. COURSE CODE SYSTEM (from 2020-)

Course levels, course credits and discipline/department are incorporated into each course's code. The following system encodes this information.

1. System

The course code system used at PTC has codes which provide information on course discipline, academic level, credits, etc. Every code has six parts.

Course Level	Course Discipline	Course Credits	Course Requirement	Course Mode	Course Number
Double-digit number	Single letter	Double-digit number	Single letter	Single letter	Double digit number

For example:

Course code	Course Title
08B10CF04	Biblical Interpretation and Hermeneutics 2

Explanation:

Course Level	Course Discipline	Course Credits	Course Requirement	Course Mode	Course Number
08	B	10	C	F	04

This is a course at level 8, in the field of Biblical Studies, involving 10 credits. It is part of the core course requirement (for the PgDip or MTh); delivered in face to-face mode; with the course number 04.

2. Definitions

The individual codes are defined as follows:

Course Level

Level codes are double-digit numbers that reflect award credit levels according to the SPATS / FHEC Qualifications Frameworks.

01	Level 1
02	Level 2
...	etc., up to ...
10	Level 10

Course Discipline

A	Academic Skills (including, English language skills, Computer Skills, etc.)
B	Biblical Studies (including Biblical languages)
H	Church History
M	Church Ministry (including the Applied Ministry subjects offered via IMR; e.g. Peacebuilding)
T	Theology & Ethics
N	Interdisciplinary, or 'other'
R	Research project / thesis

Course Credits

This double-digit numbers reflects the number of credits associated with a given award or course. One credit is equivalent to ten notional learning hours. For example:

10	10 credits
20	20 credits

Course Requirement

For the various Certificates and Diplomas at levels 1 to 6

R	Required
E	Elective

For the Bachelor degree (levels 5 to 8)

R	Required for the degree
F	Foundation course (by definition: required for the degree)
A	Ordinary course (i.e., not required, not a foundation course, but credit-bearing)
N	Not credit-bearing

For postgraduate courses (levels 8 and 9)

C	Core course
S	Specialisation course
M	Thesis seminar

Course Delivery Mode

D	Distance education mode (a course taught mostly by distance)
F	Face-to-face/residential mode (a course involves a required a significant on-site component)

Course Numbers

A double-digit number, in simple, consecutive sequence. New or substantially revised courses are given the next higher number available.

H. HONORARY AWARDS

The Pacific Theological College has two honorary awards: the Honorary Doctorate, and the Honorary Fellowship.

HONORARY DOCTORATE

This award was created in 2008, and has since been granted to the following persons:

- Most Rev. Sir Ellison Pogo (2008)
- Rev. Elder Leatulagi Faalevao (2015)
- Rev. Tevita Banivanua (2015)
- Rev. Dr. Traugott Farnbacher (2015)
- Ms Tessa Mackenzie (2015)

HONORARY FELLOWSHIP

The Council of PTC may award the Honorary Fellowship of PTC to faculty members who have served at the College for at least eight years, and who have left or are about to leave in good standing.

This award was created in November 2013, and has since been granted to the following persons:

- Ms Deidre Madden (2013)
- Rev. Rosalyn Coventry Nokise (2015)
- Prof. Dr. Manfred Ernst (2016)

ACADEMIC DEPARTMENTS

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.

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. Contextualisation 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.

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.

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.

ACADEMIC SKILLS DEPARTMENT

AIMS

1. To equip students with essential skills for academic theological work in research, reading, writing and critical thinking at postgraduate level.
2. To help students keep English language skills afresh in academic reading and writing.

ACADEMIC AWARD PROGRAMMES

DOCTOR OF PHILOSOPHY

NATURE AND CHARACTER OF THE DEGREE

The Doctor of Philosophy (PhD) is a research-based degree and aligns to the Pacific Qualification Framework (PQF) at level 10 with a total of 360 credits. This is recognised under the Fiji Higher Education Commission (FHEC) and South Pacific Association of Theological Schools (SPATS) accreditation Standards. 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. 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. The title of the degree on the Testamur when a student graduates is "*Doctor of Philosophy in Theological Studies.*"

PURPOSE

The purpose of the Doctor of Philosophy (PhD) in Theological Studies is to train future leaders of the church as pastor-scholars.

RATIONALE

The Doctor of Philosophy is a research-based degree (not course work degree) whereby PTC seeks to foster Oceanic-grown scholars of the highest level who can contribute original research and praxis to regional and international issues related to Theology. Hence it is based on original thesis in a particular discipline: Biblical Studies – OT/NT; Theology & Ethics; Pacific Church History; Church Ministry. These scholars can contribute Pacific voices to theological and social

justice issues both in the region and internationally, and can in turn seed theological scholarship and training in regional theological Colleges.

GRADUATE OUTCOME

On completion, a graduate of the Doctor of Philosophy in Theological Studies will be able to:

Demonstrate through original research thesis a systematic and critical understanding in one or more specialist fields or discipline areas: Biblical Studies (OT/NT), Theology and Ethics, Church History, Church Ministry by planning and generating a substantial and original contribution that advances scholarship or professional practice.

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. On the prescribed form a statement of intent by the applicant at the stage of application should indicate the proposed field of research: Biblical Studies, Theology & Ethics, Pacific Church History, Church Ministry; explain one's interest in this field and reasons for wishing to pursue it at doctoral level at the Pacific Theological College.
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 Academic Dean will process the applications to outline the most important information, and to make some recommendations to the Board of Graduate Studies for approval.
8. The Board of Graduate Studies, after full discussion of the application, will forward a recommendation to the Principal via the Academic Dean for approval.
9. The Principal or Academic Dean 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.
10. If the application is rejected, the applicant may lodge an appeal to the Board of Appeal within 20 working days of receiving the notice.
11. The Board of Appeals' decision is final.
12. Successful applicants, on receiving their offer of a place in the programme, 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 AND PROBATION

1. Confirmation of official candidature for full-time students shall occur only after one year of full-time studies [or two years for part-time studies], during which time the student remains on probation.
2. Approval of confirmation requires a successful thesis proposal as well as the supervisor's report to the Academic Dean, provided it recommends such approval. The supervisor's report should be based on the progress of the student during the probationary period, including production of a work sample (at least 10,000 words, not including the thesis proposal) by the student. The work sample, the precise nature of which will be determined by the department concerned, may consist of draft chapters, relevant literature reviews,

or similar texts written by the student during the probationary period. The work sample must demonstrate the ability of the student to work at an academic level that is appropriate for a doctoral candidate.

3. If confirmation of official candidature is not approved for a full-time student, probation may be extended by a further period of up to one year [or two years for a part-time student]. An extension will only be considered for reasons beyond the student's control, provided that there are reasonable grounds that the student may be expected to perform in a satisfactory manner within the period of extension. Approval of an extension will be considered by the PhD Candidature Approval Committee (PCAC), based on a written request by the student, with evidence, together with the supervisor's progress report.
4. If the candidature for a full-time student is still not granted after the one-year extension period [or two years for a part-time student], the student shall be required to withdraw from the programme.
5. Approval of confirmation of candidature will be considered by the PCAC, which will inform the student, the supervisor, and faculty of the outcome. Appeals against decisions regarding approval or extension of candidature may be lodged with the Board of Appeal consisting of three qualified persons appointed by the Principal.
6. A student who would like to specialise in Biblical Studies should have at least a basic proficiency in one biblical language (Hebrew, Aramaic, or Greek), depending on the field of research chosen. Challenge exams in the relevant language will be offered at the beginning of a student's studies at PTC. Those who do not pass will need to take and pass relevant introductory language courses at BD level during the probationary period.
7. Throughout the student's candidature, the student shall present annually a seminar paper, with the approval of the supervisor, on a part of his/her research.

C. THESIS PROPOSAL

1. The PhD thesis proposal is usually a document that is at least 10,000 words in length, and should follow the PTC guidelines for research proposals. The proposal must demonstrate that
 - the intended PhD research project is academically appropriate and achievable;
 - the planned thesis is likely to make an original contribution to academic knowledge; and
 - the student is capable of providing a clear and academically sound account of the intended research project at a level that is appropriate for PhD studies.
2. The proposal should be completed within the first six months of full-time study (or twelve months for a part-time student).
3. The student writes the proposal under the guidance of the supervisor, and submits the proposal to the Academic Dean, with a copy to the supervisor. The supervisor completes an evaluation of the proposal together with a recommendation for or against approval, and submits this to the Academic Dean.
4. Upon receipt of the supervisor's evaluation and recommendation, the Academic Dean convenes a meeting of the PhD Candidature Approval Committee (PCAC). During the meeting of the PCAC, the student will be asked to offer a verbal summary of the proposal, and members of the PCAC will discuss the intended research with the student.
5. The Academic Dean informs the student, the supervisor, and the faculty of the decision of the PCAC. Appeals against the decision of the PCAC may be taken to the Board of Appeal.

D. PHD CANDIDATURE APPROVAL COMMITTEE

The PhD Candidature Approval Committee (PCAC) consists of the Academic Dean (Chair), the Heads of Departments, and (if applicable) the supervisor concerned.

E. 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. The notional learning hours associated with each full-time year of study is 1200 (120 credits). It is to be expected that many students will need substantially more than the minimum period of 3 years to complete the programme.

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.

F. 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 his/her 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*.

G. RESEARCH SEMINARS

1. Attendance of relevant research seminars is obligatory. PhD students will actively participate in the relevant postgraduate departmental seminars, the common thesis seminars, and the PhD seminar.
2. Part-time students may be partially exempted from this requirement. The supervisor, the Academic Dean, and the student will reach a consensus on this which takes individual circumstances into account.
3. PhD students will present a progress paper at least once a year in the context of the PhD seminar.

H. PROGRESS REPORTS

1. While a student is on probation, 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 via the Academic Dean to terminate the candidacy.
4. Progress report must include objectives and time frames for the student's work.

I. COMPLETION AND SUBMISSION OF THE THESIS

1. A candidate's thesis may not contain any work that has previously been submitted or examined for credit at PTC or elsewhere.
2. A thesis shall consist of about 100,000 words of text, inclusive of footnotes/endnotes, but excluding table of contents, appendices and bibliographies. A word limit variation of up to 10% on either side is permissible.
3. The candidate and the supervisor are encouraged to seek consensus on whether the thesis is ready for submission. The Supervisor then advises the Academic Dean in writing of such intention to submit at least two months prior to submission, with a copy to the relevant Head of Department. If the candidate insists on submitting the thesis against the supervisor's advice, the candidate needs to acknowledge this to the

Academic Dean in writing, with a copy to the supervisor and the relevant Head of Department.

4. The candidate shall submit one printed and bound copy as well as one electronic copy (PDF format) of the thesis to the Academic Dean for examination in accordance with the regulations as set out in the section “Examination of the Thesis”. The printed and electronic versions of the thesis must be identical. If any of the examiners request a printed and bound copy for examination rather than the electronic version, the Academic Dean will inform the candidate, who will then have to supply further copies to the Academic Dean.
5. On receiving the thesis, the Academic Dean is to acknowledge through a letter to the student and the supervisor that the thesis has been submitted.
6. The Academic Dean arranges for the thesis to be released to members of the Board of Examiners.

J. EXAMINATION OF THESIS

1. The Board of Examiners

- a. A student’s thesis shall be examined by three appropriately qualified examiners who are appointed by the Board of Graduate Studies on the recommendation of the Academic Dean, who shall consult the Head of Department and the supervisor.
- b. At least one of the examiners will normally be from the Pacific Islands. Examiners should not normally be from a candidate’s sponsor / sending Church and / or future employer and/or institution.
- c. Examiners will be required to submit a report on the thesis, within eight weeks of having received it, using the Examiner’s Evaluation Form, including a clear recommendation in accordance with Section K (below). If an examiner withdraws from the process of grading the thesis for any reason, a new examiner must be appointed.
- d. A supervisor or an ex-supervisor cannot be appointed as an examiner, nor be involved in any stage of the examination process.
- e. The Board of Graduate Studies appoints and authorises a Convener of the Board of Examiners. The convener must not have been involved with the supervision process in any way; must have held the Ph.D.

degree him-/herself for at least three years at the time of the appointment; is normally the Academic Dean, unless the Academic Dean was involved in the supervision of the candidate in some way, in which case the Board of Graduate Studies will appoint one of the Heads of Departments of the College as convenor, provided that it is not the department of the candidate.

- f. The task of the Convenor is
- to convene the Board of Examiners;
 - not to examine the thesis, but to coordinate the examiners' reports and to produce a written report on behalf of the Board of Examiners which includes the recommendation of the examiners;
 - to explain and interpret the examination regulations to the three examiners;
 - to chair the Oral Defence; and
 - to communicate the results of the examination and oral defence and/or any further action to be taken to the candidate, the supervisor, the Head of Department, and the Principal.
- g. The Convenor and the Examiners constitute the Board of Examiners.
- h. The identities of the examiners are not divulged to one another, nor to the candidate, or anyone else, until after all the examiners' reports have been submitted to the Convenor. The examination reports and the outcome remain confidential (i.e., known only to the members of the Board of Examiners) until the Board of Examiners authorises the convenor to release the decision(s) of the Board of Examiners.
- i. In order to ensure the integrity of the process, the Convenor will request two senior members of the teaching faculty of the College (usually, two Heads of Departments) to assist him / her in the process of studying the three examiner's reports with a view to determining whether there is clarity in terms of the recommendations of the examiners (see section K below), or whether further clarification will be required of one or more of the examiners; and sharing the reports among the three examiners, once it is clear what the examiners'

recommendations are. The persons assisting the Convenor will be required to respect the strict confidentiality of the process; are not from the department of the candidate; and were not involved in the supervision of the candidate.

- j. If a face-to-face meeting of the Board of Examiners is not possible, the Convenor may use electronic means (such as email, or an audio or video conference) to convene the Board of Examiners.
- k. The Board of Examiners' meeting is arranged once the Convenor is in receipt of clear and unambiguous reports and recommendations by the three examiners. All three examiners' reports and recommendations are tabled with the Board of Examiners in order to facilitate the discussion.
- l. The Board of Examiners is requested to seek a unanimous decision in accordance with the regulations set out in Section K. If the Board of Examiners is unable to reach such a consensus, a vote will be taken. A simple majority (i.e., two against one) will suffice. Only the three examiners will have a vote on the Board of Examiners.
- m. The Convenor will communicate the decision of the Board of Examiners to the candidate, the supervisor, and the Principal of the College.

2. Presentation and Oral Defence

There are two main components of the Defence process:

- a. Written Report on the Thesis (Evaluation)
 - Each examiner shall provide a written report on the thesis, within eight weeks of having received it, using the Examiner's Evaluation Form, which includes a preliminary recommendation towards a final result (in line with section K below).
- b. Oral Defence
 - An Oral Defence is required within three months of submission of the thesis.
 - 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 K.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.

- The subject of the oral defence is the thesis of the candidate. The Oral Defence begins with a 20 to 30-minute presentation by the candidate, responding to the reports of the Examiners. This will be followed by a discussion between the examiners and the candidate, which will not normally exceed one hour. The Oral Defence serves the purpose helping the student defend the argument and the examiners to reach their decision.
- The Convener of the Board of Examiners chairs the Oral Defence of the thesis.
- The Convenor may appoint a Scribe to record the process and outcome of the Oral Defence. The Scribe is not a member of the Board of Examiners.
- 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.
- The Oral Defence is to be held at the Pacific Theological College. The candidate and the Convenor must be present at the College for the Oral Defence. The examiners do not have to be present in person, but must make themselves available by means of an audio and / or video conference, to be arranged by the College.
- The candidate must successfully complete the Oral Defence and have the thesis 'accepted' (with or without conditions; see section K.2.) in order to qualify for the degree.
- At the end of the Oral Defence, the Board of Examiners' recommendations are announced publicly by the Convener of the Board of Examiners.

K. RESULTS OF THE EXAMINATION

1. The results of the defence are publicly declared by the Convener at the venue of defence.
2. The following pass conditions are to be used (see also the general academic policies of the College):
 - **The thesis is accepted with a pass.**
 - **The thesis is accepted with minor editorial corrections:** the corrections required are minor and can be completed within a month. The candidate is required to submit a corrected version of the thesis, together with a detailed report on the changes that have been made. The Convenor of the Board of Examiners will confirm that the changes made are in accordance with the requirements indicated by the Board of Examiners.
 - **The thesis is 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. The candidate is required to submit a corrected version of the thesis, together with a detailed report on the changes that have been made.
 - **The thesis is not accepted in its present form but may be revised and resubmitted for examination.** The thesis is not of the required PhD standard and requires substantial revision, to be completed within 12 months. The candidate is required to submit a corrected version of the thesis, together with a detailed report on the changes that have been made.
 - **The thesis is not accepted, and there is 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.
3. The period of revision is not included in the maximum allowable time for PhD studies (see section E).

L. INFORMING THE CANDIDATE OF THE RESULTS

1. Once the result of the examination is decided by the Board of Examiners, the Convener of the Board of Examiners sends a letter of notification of the results to the candidate, the supervisor, and the Principal of the College. If the thesis requires further work, the recommendations from the Board of Examiners shall accompany the convener's letter of notification.
2. If the thesis is not accepted by the Board of Examiners, the candidate has the right to appeal the decision of the Board of Examiners to the Academic Board of Appeal. This must be done in writing, and within twenty working days.
3. The Academic Board of Appeal shall meet at the earliest opportunity to consider this appeal; its decision shall be final.
4. The Academic Board of Appeal shall consist of three qualified persons appointed by the Principal in consultation with the Convenor of the Board of Examiners. The members of the Academic Board of Appeal must not have been involved in either the supervision process or the examination process of the candidate. The role of the Academic Board of Appeal is not to re-examine the thesis, but to review whether the examination process was conducted fairly and in accordance with the regulations of the College.

M. CONFERRAL OF THE DEGREE

1. The Council (or its Executive Committee) awards the degree by endorsing the Board of Examiners' Examination recommendation.

The Chairperson of the Pacific Theological College Council will normally confer the Degree on the successful candidate during the annual graduation ceremony of the College.

MASTER OF THEOLOGY PROGRAMME

NATURE AND CHARACTER OF THE DEGREE PROGRAMME

The Master of Theology (MTh) programme at PTC (staged at LL8 and LL9) is a FHEC/SPATS accredited qualification consisting of 240 credits structured in 2 progressive stages. The first, normally Year 1 is the course work stage (PostGradDip) comprising 120 credit hours of course work at LL8 in 6 courses x 20 credit hours. Stage 2, normally year 2, is the research stage (Masters stage) comprises 120 credit hours of learning at LL9 including a 110 credit research thesis and 10 hours of research seminars. The programme is available full-time or part-time, and admission is usually granted at the beginning of every academic year. The title of the degree on the Testamur when a student graduates from the full programme is “*Master of Theology.*”

PURPOSE

The MTh is an advanced postgraduate programme that consists of rigorous and integrated biblical, theological, 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.

RATIONALE

The MTh programme 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 their Christian life and work. For each student, the MTh programme involves a special focus in one of the following disciplines:

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

GRADUATE OUTCOMES

On completion, a graduate of the Master of Theology with a specialization in Biblical Studies, Theology and Ethics, Church History and Church Ministry will be able to:

- Demonstrate knowledge that covers and integrates most of the main areas of the discipline in particular;
- 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; and
- do further specialised 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 Bachelor of Divinity (BD) or other university degree (s). Church-sponsored applicants require endorsement by the head of a recognised denomination and must have guaranteed financial support. Privately-funded students may be admitted, provided they fulfil the appropriate entrance criteria.

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. **Distance learning student:** one who lives off 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 specialisation 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 specialisation with a minimum of 50% pass grade 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 approved by the Board of Graduate Studies, and gain at least a 50% pass grade, or a pass grade of 5.5 in an IELTS (Academic) 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 or the PostGradDip level before formally entering the MTh programme; the grade average of all courses in this qualifying year must be B or better.

ADMISSION PROCESS

1. Admission to the MTh programme is subject to the approval of the Principal on the recommendation of the Board of Graduate Studies.
2. 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.

3. The Academic Dean will process the applications to outline the most important information, and to make some recommendations to the Board of Graduate Studies for approval.
4. The Board of Graduate Studies, after full discussion of the application, will forward a recommendation to the Principal via the Academic Dean for approval.
5. The Principal or Academic Dean 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.

Application forms are available from the Registrar's office. Applications for fulltime study should be completed and received by October 15, especially if applicants wish to reside on campus. **MTh applicants whose documentation arrives too late to be processed fully may be admitted to the Postgraduate Diploma (PGDip) programme instead, at the discretion of the College.**

REQUIREMENTS FOR GRADUATION

The MTh will be awarded to candidates who have successfully completed 240 credits of work that comprises:

1. Six credit-bearing courses (120 credits), which involves
 - 05 specified core courses (100 credits) from across the disciplines;
 - 01 specialisation course (20 credits) from one of the specialised area of study (Biblical Studies, Theology & Ethics, Church History, Church Ministry).
2. Passed the thesis component (110 credits) plus successfully participate in a 10 credit research seminar.

Pastorally for residential students,

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

The MTh will be awarded **with distinction** if a candidate has, 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 his/her thesis.

CROSS CREDITING

MTh level courses completed at 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 specialisation, 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.

One core course is 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 will normally 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 are 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 all credit-bearing courses.** A student who does not fulfil this requirement will not normally be permitted to continue in the MTh programme, but will be offered the opportunity to transfer to the Postgraduate 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.

RESEARCH SEMINARS

Attendance of relevant research seminars is obligatory. During the course of their studies, MTh students will actively participate in the relevant Postgraduate Departmental Thesis Seminars as well as the Common Thesis Seminars. Part-time students may be partially exempted from this

requirement. The supervisor, the Academic Dean, and the student will reach a consensus on this which takes individual circumstances into account. MTh students will present a progress paper in the Common Thesis Seminar, usually in Year 2 of their studies.

MTH THESIS

The thesis is a vital part of the MTh programme. 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 30 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 to the common MTh thesis seminar 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 by the deadline set in the academic calendar (usually early August). Comments will be returned within a fortnight. A complete final draft (after proof-reading) is given to the supervisor by due date set (usually 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, by the deadline set in the academic calendar (usually early September). The thesis will be assessed by examiners within four weeks. This is to ensure that it can be graded in time for graduation in November.
- A student who submits his/her thesis after these due dates 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 passed but returned with conditions must be so revised and approved by the supervisor or acting supervisor prior to the candidate being awarded the degree. On the same, the student and the supervisor or acting supervisor sign the *Copywriter Statement and Supervisor's Approval* prior to lodging the final version of the thesis or dissertation with the library of PTC, via the Academic Dean.

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

ACADEMIC PRIZES

Only graduating students will be considered for academic prizes. The following prizes may be awarded:

- The **Faculty Prize for Distinction in Masters Thesis Work** may be awarded to those whose thesis work achieved distinction or high distinction.
- The **PTC Prize for Overall Academic Excellence in the Masters Programme** may be awarded to those who are awarded the Master of Theology with distinction or high distinction.
- For each of the four theological departments (Biblical Studies, Theology & Ethics, Church History, Church Ministry), a

Departmental Prize for Excellent Masters Coursework in the Field of Specialisation may be awarded to a 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/A-.

MTH PROGRAMME COURSE STRUCTURE

Currently the MTh award programme is structured under two semesters a year that are 15 weeks each. There are two stages of the MTh program comprising course work (year 1) and research thesis writing (year 2) as follows:

Year 1 PGDip - Course Work Stage

Semester 1	Semester 2
Academic Skills 20 credits	Church Ministry 20 credits
Theology / Ethics 20 credits	Biblical Studies 20 credits
Church History 20 credits	Department Specialized Courses 20 credits
Department Thesis Seminar: *PDAW1	Common Thesis Seminar: *PDAW1

Year 2 MTh – Research Thesis Writing Stage

Semester 1	Semester 2
THESIS (Writing)	THESIS (Writing)
Department Thesis Seminar: *PDAW2	Common Thesis Seminar: *PDAW2

*PDAW1&2 = Presenting and Discussing Academic Work 1&2.

One core course is taken from each of the fields of Biblical Studies, Theology & Ethics, Church History, Church Ministry as well as Academic Skills. In semester2, an additional specialisation course is taken in the specific field students wish to specialise in.

*PDAW1 (pass / fail, Level 8) and *PDAW2 (10 credits, Level 9): The courses are based on departmental and common thesis seminars. Each of these courses run throughout the academic year as shown in the table below. Registration will take place once, at the beginning of the year.

08R05MF01 Presenting and Discussing Academic Work 1	09R05MF01 Presenting and Discussing Academic Work 2
<i>(Year 1)</i> <i>Semester 1</i> Participation in departmental thesis seminar (DTS)	<i>(Year 2)</i> <i>Semester 1</i> Participation in departmental thesis seminar (DTS)
<i>Semester 2</i> Participation in Common Thesis Seminar (CTS)	<i>Semester 2</i> Participation in Common Thesis Seminar (CTS) <i>*Presentation of draft chapter</i>

PGDIP/MTH
CORE COURSE DESCRIPTIONS (2022)

08B20CD01: Biblical Interpretation and Hermeneutics (BS Core)

This course offers an advanced introduction and orientation to exegetical methods and their hermeneutical foundations, ranging from historical-critical exegesis to more recent approaches (e.g., narrative criticism, postcolonial approaches, etc.), including emerging tendencies in the writings of Biblical scholars in the Pacific. The aim is not necessarily to acquire all the skills required to practice all these exegetical approaches; rather, the focus is on understanding how scholars use these exegetical tools and their hermeneutical underpinnings. The course does not assume knowledge of the biblical languages.

08T20CD01: Pasifika Hermeneutics (TE Core)

The course aims to develop a deep knowledge of students on the ‘art of relational interpretation’ that is Pasifika and home-grown. Hermeneutics is fundamental to the Pacific decolonisation agenda, especially the decolonisation of the mindset, and the development of Pasifika home-grown research frameworks. The course focuses on allowing the productive role of the student and his/her context to creatively reconstruct new and life-affirming meaning in the reception of texts (such as the Bible), art, dance, songs and poetry, culture, traditions, rituals, bodily language, etc, based on their particular life worlds. The first half will focus on exploring, discussing, and critically analysing the hermeneutical traditions of the West as well as contemporary approaches from other parts of the world. The second half focuses on developing Pacific home-grown hermeneutics, specifically relational hermeneutics, to assist with rethinking our understanding of God, faith, life, research, and living traditions such as the Trinity and Christology. Thus, the course is transdisciplinary. The aim is to develop relational foundations to inform leadership for justice and to underpin the development of sustainable frameworks, models, and paradigms of life for the Pasifika churches, society, and academia.

08H20CD01: Modern Ecumenism: History of the Movement Worldwide and in the Pacific Region (CH Core)

This course introduces the students 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. The course enables the students to work with original

documents and to interpret them in the context of their time. In addition, the course also offers perspectives to critically investigate various theological and epistemological developments within the history of the ecumenical movement and their impacts on the churches and societies. It addresses some key theological debates in the history of ecumenism in order to understand the complexities of the logic of oneness/unity and its relevance and/or irrelevance today in the 21st century. In a second part the course will examine the history of ecumenism in the Pacific from the 1920s when the idea of cooperation among the churches was first mooted to the present day. Special emphasis will be given to the vision of the indigenous ecumenical pioneers gathered at the initial conference at Malua 1961. Ecumenical concerns, problems and challenges that emerged over the years will be examined within the context of the development of regional institutions, namely the Pacific Conference of Churches and the Pacific Theological College. A critical evaluation of the relationship between Pacific ecumenism and the ecumenical movement worldwide and of the most recent developments in Pacific ecumenical understanding will conclude the course.

08M20CD01 Sociology of Religion (CM Core)

This 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 human thought forms created by social organizations. The course further 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 in light of the theories of secularization. Here the church and its institutions will be viewed in relation to other institutions, focussing on religious participation, issues of power, legitimisation and community functioning. Specific attention will be given to the theories and processes of secularization and globalization, the concomitant dynamics of social change and its effect on the societies of the Pacific Islands. Through group work/discussions, research/study, students will be encouraged to define in different types of analyses on how the church could and should respond to various socio-religious challenges associated with secularization and globalization today.

08A20CD01: Academic Skills and Research (AS Core)

This course offered as Academic Skills 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.

08A00NCD01 English

This course is a non-credit-bearing but obligatory course for new BD, PgDipl, MTh, and PhD students which will examine basic grammatical concepts in English, leading into sentence construction with a focus ultimately on putting paragraphs together. The course aims to equip students with the necessary linguistic tools that will provide a solid grounding and proficiency in grammar to result in students producing work (assignments, classroom tasks/activities, thesis writing, etc) that will be justly and effectively read, heard, appreciated and evaluated. Speaking activities, reading texts and listening materials (audio) will be used to incidentally discover and discuss grammatical concepts and expand vocabulary. The second part of the course aims to build on all of the above in order to produce longer discourses relevant to students' areas of study. *Students may be exempted from continuing the course based on results of an internal proficiency assessment administered within the first month of the course.*

MTH THESIS SEMINAR COURSE DESCRIPTIONS

08R05MD01: Presenting and Discussing Academic Work 1

This course integrates learning achieved in students' participation in departmental thesis seminars as well as the Common Thesis Seminars. Students will learn and practice skills in discussing academic work, and will also learn and practise how to present their own work in an academic context (i.e., a research seminar). The course is not fine-graded; rather, it is based on a 'satisfactory/unsatisfactory' grading system. Participation in the above-mentioned seminars is obligatory. Departments may also require a presentation (e.g., of a draft thesis proposal). This course runs throughout the academic year (semester 1 and 2); registration occurs once, in semester 1.

09R05MD01: Presenting and Discussing Academic Work 2

This course integrates learning achieved in students' participation in departmental thesis seminars as well as the Common Thesis Seminar. Students will learn and

practise skills in discussing academic work, and will also learn and practise how to present their own work in an academic context (i.e., a research seminar). The course is not fine graded; rather, it is based on a 'satisfactory/unsatisfactory' grading system. Participation in the above-mentioned seminars is obligatory, as is the presentation of a research paper in the Common Thesis Seminar. Departments may also require a presentation. This course runs throughout the academic year (semester 1 and 2); registration occurs once, in semester 1.

PGDIP/MTH SPECIALIZED COURSE DESCRIPTIONS (2022)

08B20SD02 Empire and Apocalypse (BS Specialized)

This is a joint OT/NT specialisation course, offered for students specialising in either field. It covers two connected, though distinct areas of scholarly concern: Firstly, the course will explore issues that arise from the current scholarly focus on empire as a lived reality which pervaded the world of the Scriptures, and will do this by studying historical, literary, and theological aspects of selected Biblical texts. Secondly, the course will explore apocalyptic literature in the Scriptures and the world they come from. *Inter alia*, we will study the historical setting of such works (including contexts of empire); symbols, metaphors, and intertextual relationships; and the interpretation of such texts in our context(s) today. The course will work on the basis of English translations, with some reference to the Scriptures in their original languages.

08T20SD02: Pasifika Theologies in Colonial Contexts (TE Specialized)

Theology, says Macquarrie, is the study where participation in a religious faith, seeks to express the content of this faith in the clearest and most coherent language available. 'But how has this faith been received and communicated in Colonial or Postcolonial contexts? Moreover, what is the connection between the expression of theology and the socio-economic-political contexts shaping them?' These are the central questions dealt with in this course. It analyses the different components of traditional theology embedded in Pasifika Christianity and surveys some of the eco-relational and contextual theologies of Pasifika paying attention to the content of theology and our own understanding of what constitutes clear and coherent God-talk. In terms of ethics, students will engage various expressions of theology from dominant contexts and critique these in terms of cultural superiority, imperial frameworks and discriminatory acts against people and creation. Taking the location of Island readers/interpreters/theologizers seriously, students will be equipped with the tools to decolonise the dominant expressions of Christianity, ethics and mission while also

reformulating the faith in the light of the indigenous wisdoms sourced from the local soil.

08H20SD04 Orality, Textuality and History: Understanding “Key Texts” in Pacific Church History (CH Specialized)

Despite the heritage of a vigorous oral tradition in the Pacific, the oral literature is largely absent from the accounts of the history of Christianity in the Pacific. This course helps the students to understand the factors in colonial and postcolonial Pacific that contributed not only to the exclusion of oral forms but also the suppression of the oral in favour of the printed text. It introduces students to various efforts in different postcolonial contexts of recovering oral forms for understanding the history in general and the history of Christianity in particular. Various “key texts”, both oral and printed, *from the Pacific* will be introduced not only for students to be informed of the main trends and trajectories in the history of Christian people in the Pacific, but also for them to critically engage with those texts.

08M20SD04 Ministry in a Social Context (CM Specialized)

At the outset of this study, students will critically review their call to experience and serve transformation. In turn, they will identify current social issues in their contexts, analyze the root causes and discover inter-connectedness in the light of structures, social values and personal biases. Concurrently, students will design and practice various tools, methods and phases in doing social analysis. They will build up their capacity and competency in leading people, utilizing the ‘Pastoral Spiral’ and its various phases of Social Analysis, Faith Reflection and Taking Responsive and Strategic Action. They will acquaint with the issues on people’s agenda, experience of empowerment and approaches in devising strategies to promoting human rights and creating constructive changes in their communities. They will explore and examine the efforts of community organizing in their own contexts, done by social movements including local churches and other organizations of collective life in the Pacific such as voluntary organizations, trade unions etc., towards liberation and transformation. Students will critically evaluate various models of social change and development aiming at transformation and sustainability. At the zenith of their study, students will seek possible partnership and network among those organizations in the Pacific, striving for holistic and sustainable development of people.

POSTGRADUATE DIPLOMA AWARD

NATURE AND CHARACTER OF THE DEGREE

The Postgraduate Diploma (PgDip) in theological Studies is PQF level 8 FHEC/SPATS accredited qualification consisting of 120 credits offered in 6x20 credit courses. The award serves as the first year of the MTh programme. It involves coursework only and when taken on full-time basis can be completed in one year. The programme is available full-time or part-time, and admission is usually granted at the beginning of every academic year. The title of the degree on the Testamur when a student graduates is “*Postgraduate Diploma in Theological Studies.*”

PURPOSE

The Postgraduate Diploma in Theological Studies (PgDip) is a postgraduate theological programme that consists of rigorous and integrated biblical, theological, historical and ministerial studies intended to equip the student better to serve in the Pacific church context in the modern world. The programme leads the student into the fields of contextualisation of theological interpretation and expression of the Christian faith.

RATIONALE

The Postgraduate diploma programme 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.

GRADUATE OUTCOMES

On completion, a graduate of the Postgraduate Diploma in Theological Studies will be able to:

- Demonstrate a critical understanding of the principal theories, concepts and principles of theological studies, including a range of established techniques of enquiry or research methodologies,

- Contextualise theology and faith expressions in their own cultural context,
- Engage in their ministry with a more solid foundation in theological studies, and
- Work with others to bring about change, development and new thinking.

GENERAL ADMISSION REQUIREMENTS

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

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. **Distance Learning Student:** one who lives off 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) normally not more than 10 years before applying for the PgDip programme, unless the applicant has taught in an academic institution since gaining the Bachelor degree;
2. must write an academic paper on a topic set by the department of planned specialization to demonstrate adequate general theological knowledge. This paper shall accompany the completed application form. Applicants should gain at least a 50% pass grade 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 grade, or a pass grade of 5.5 in an IELTS (Academic) test; and
4. who wishes to specialize 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 fulltime 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 PgDip programme who achieves at the end of Year 1 a **B-average or above in his/her coursework in all credit-bearing courses** may request in writing to the Academic Dean to transfer to the MTh programme.

REQUIREMENTS FOR GRADUATION

The Postgraduate Diploma is a one-year qualification. The 6 credit bearing courses are required to be completed successfully in one year of study (fulltime) in order to graduate with a post-graduate diploma in theological studies. When taken as part-time, students are expected to complete it in not more than three years.

The PgDip will be conferred on candidates who have successfully completed 120 credits of work that comprises:

1. Six credit-bearing courses, which involves
 - five (5) specified core courses (100 credits) from across the disciplines;
 - one (1) specialisation course (20 credits) from one of the specialise area of study (Biblical, Theology & Ethics, Church History, Church Ministry).

Pastorally for residential students,

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

The Postgraduate Diploma **with Distinction** will be awarded to 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 PgDip level courses completed in other theological institutions or universities may be considered for cross-crediting by the Academic Advisory Committee (AAC), 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 PgDip programme may be credited in this way.

PROGRAMME

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

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

FULL-TIME AND PART-TIME STUDIES

Full-time students are normally expected to complete the PgDip 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 Postgraduate Diploma degree in not more than three (3) years.

REMEDIAL WORK

A student in the PgDip 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.

RESEARCH SEMINARS

Attendance of relevant research seminars is obligatory. During the course of their studies, PgDip students will actively participate in the relevant Postgraduate Departmental Seminars as well as the Common Thesis Seminars. Part-time students may be partially exempted from this requirement. The supervisor, the Academic Dean, and the student will reach a consensus on this which takes individual circumstances into account.

PGDIP PROGRAM COURSE STRUCTURE

The PgDip coursework programme is the same as that of the MTh programme in Year 1. *(See programme outlined above under Masters of Theology)*

BACHELOR OF DIVINITY WITH HONOURS PROGRAMME

NATURE AND CHARACTER OF THE DEGREE

The Bachelor of Divinity with Honours [BDHons.] programme is PQF level 8 FHEC/SPATS accredited qualification consisting of 480 credits of course work (and a thesis for the Honour component.) The course work component represents 450 credits equivalent to 45 credits courses. The thesis component represents 30 credits equivalent to 3 credits courses. The credit range is level 5 (120 credits); level 6 (120 credits); level 7 (120 credits) and level 8 (120 credits - 90 credits course and 30 credits thesis). The BDHons degree is an award that requires successful completion of 480 credits at levels 5 to 8. The programme typically requires four years of full-time study, or equivalent. Therefore, candidates who successfully complete all degree requirements and also achieve 75/B+ or better on average for 120 credits at level 8 (including a thesis worth 30 credits) will be awarded a degree named *Bachelor of Divinity with Honours*. Candidates who successfully complete all degree requirements at 360 credits but who do not achieve 75/B+ which is the cut off mark considered as passing or clearing level of the Bachelor of Divinity with Honours will be awarded a degree named *Bachelor of Divinity*. The award of Bachelor of Divinity is used as an exit point after completing coursework of 360 credits. The programme is available full-time or part-time, and admission is usually granted at the beginning of every academic year. The title of the degree on the Testamur when a student graduates is “*Bachelor of Divinity*” and/or “*Bachelor of Divinity with Honours.*”

PURPOSE

The purpose of Bachelor in Divinity with Honours is to:

1. Prepare men and women for responsible positions within the churches of Oceania;
2. Equip and encourage students to develop Oceanian contributions to theology;

3. Broaden and deepen students' own theological knowledge and Christian spirituality, and
4. Equip them for further academic pursuits.

RATIONALE

The Bachelor in Divinity with Honours (BDHons) is a primary degree in ecumenical theological studies. The programme consists of rigorous, integrated biblical, theological, ministerial and historical studies, including academic skills studies and it requires of the student a critical approach to the subject at hand. Appreciate the importance of contextualisation in any doctrinal formulation of the Christian faith. Minister effectively in different *missio dei* contexts in church and society.

GRADUATE OUTCOME

On completion of the BD/BDHons, graduates will have developed the skills and attitudes required to:

1. Practice 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.

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.

Distance learning student: one who lives off PTC campus. **Part-time student**—one who takes no more than four courses per semester.

ADMISSION REQUIREMENTS

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

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

Studies for the first year are not usually offered in face-to-face mode or distance learning. Hence, Year 1 (120 credits, level 5) is usually achieved by credit-transfer, typically on the basis of level 5 or higher from a recognised tertiary educational institution; e.g., credits arising from diploma or degree programmes at universities or theological Colleges in the region. Hence builds on prior study or recognised prior learning. (See section on credit transfer below.) Year 1 may also be achieved by completing 120 credits at level 5 or higher in approved courses from other PTC programmes, such as the various Certificates and Diploma programmes offered via Pacific Theological College Extension Education (PTCEE) and Institute for Mission and Research (IMR). Face-to-face teaching at our Suva campus involves Years 2 (120 credits, level 6), Year 3 (120 credits, level 7), and Year 4 (120 credits, level 8) only.

Church-sponsored applicants require endorsement by the head of a recognised denomination and must have guaranteed financial support. Private-funded students may be admitted provided they fulfil the appropriate entrance criteria.

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

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.

MODES OF DELIVERY

Candidates may study **part-time or full-time online or in blended mode**. The BDHons is available only in face-to-face mode.

REQUIREMENTS FOR GRADUATION

1. The degree *Bachelor of Divinity* will be conferred on candidates who have:

- Achieved 360 credits, including all the required courses, with an overall average grade not lower than 50/C.

2. The degree *Bachelor of Divinity (Honours)* will be conferred on candidates who have:

- Achieved 480 credits, including all required courses, with an overall average grade not lower than 50/C overall; and
- Achieved a grade average of at least 75/B+ for 120 credits at level 8 (including a thesis worth 30 credits); and
- Passed stages I & II (20 credits in total) of one of the Biblical languages (either Hebrew or Greek), unless special exemption has been granted.

The overall grade average will be calculated on the basis of all 480 credits counted for the degree. Non-credit-bearing courses, and credits from courses that do not use fine-grading (i.e., a number-grade) are not counted. Any credits accounted for by means of credit transfer from institutions other than PTC will be individually assessed by the Admission Committee in respect of their comparative grade value.

Pastorally, for residential students,

- satisfactorily participated in the spiritual and community life of the College; *and*
- Cleared all outstanding debts at the College.

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 grade average will be calculated on the basis of all 480 credits counted for the degree.

BACHELOR OF DIVINITY AND BACHELOR OF DIVINITY (HONOURS)

Completion of the BD does not qualify a student to proceed to postgraduate programmes at PTC. 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. Please refer to the general academic regulations for details.

TIMEFRAME

Students will be expected to complete the BD (Hons) programme in no more than four years. The BD Hons is run on a four-year cycle, and it is highly desirable that residential students enter the programme at the beginning of 2020, 2024, 2028 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.

ALTERNATIVE DELIVERY

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

BD HONOURS PROGRAMME COURSE STRUCTURE

Total of 480 credits at levels 5 to 8, including up to 120 credits cross-credits at level 5.

(Note: In 2020, we offered 'Year 4' of the rolling cycle to enable final year students to complete requirements of the former three year BD program for graduation. In 2021, we offered 'year 2' of the rolling cycle, in 2022, we offer 'year 3' of the rolling cycle and in 2023 we offer 'year 4' of the rolling cycle.)

Year 1 (120 credits L5; not offered in face-to-face mode)

Studies for the first year are not usually offered in face-to-face mode. They may be achieved by credit-transfer (cross-crediting) Level 5 credits from another programme or institution.

Year 2 (120 credits L6)

Students who enter the programme at any point other than Year 1 would first have to complete the eight Foundation Courses (*), if necessary via PTCEE.

Semester 1		Semester 2	
1A	1B	2A	2B
*06A10FF01 Academic Skills 1	*06A10FF02 Academic Skills 2	*06H10AF04 19th Century Pacific Church History	*06T10AF04 Ethical Principles and Pacifika Issues
*06T10FF01 Introduction to Contextual Theologies	*06H10FF01 Early Church (First 700 Years)	*06M10FF01 Foundations of Ministry	08M10AF05 Foundations of Christian Education
06B10AF01 Biblical Hebrew 1; or 06B10AF51 Hellenistic Greek 1	06B10AF02 Biblical Hebrew 2; or 06B10AF52 Hellenistic Greek 2	*06B10FF01 Biblical Exegesis	06B10AF03 Introduction to the Prophets

# 06B00NF01 Hebrew Reading; or 06B00NF51 Greek Reading	# 06B00NF02 Hebrew Reading; or 06B00NF52 Greek Reading	# 06B00NF03 Hebrew Reading; or 06B00NF53 Greek Reading	# 06B00NF04 Hebrew Reading; or 06B00NF54 Greek Reading
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The Hebrew and Greek Reading courses are currently not credit-bearing; we recently re-designed them as optional academic activities involving about 15 learning hours each.

Year 3 (120 credits L7)

In Years 2 and 3 of the rolling delivery cycle, courses might have to be offered at both levels 6 or 7, depending on which level a particular student needs.

Semester 1		Semester 2	
1A	1B	2A	2B
07T10AF02 Ecological Ethics & Social Justice	07T10AF01 Triune God	07N10AF01 Gender and Ministry in Church and Society in the Pacific Context	07T10AF02 Christologies
07H10AF02 Medieval and Reformation Church History	07B10AF01 Introduction to the Study of Torah	07B10AF02 Introduction to the Study of the Synoptic Gospels & Acts	07B10AF04 Introduction to the Study of the Letters attributed to Paul
07M10AF02 Worship and Liturgy	07M10AF03 Introduction to Pastoral Counselling	07H10AF03 Modern Church History	07M10AF04 Theology of Mission and the Ministry and Mission of the Church in the Pacific

# 06B00NF05 Hebrew Reading; or 06B00NF55 Greek Reading	# 06B00NF06 Hebrew Reading; or 06B00NF56 Greek Reading	# 06B00NF07 Hebrew Reading; or 06B00NF57 Greek Reading	# 06B00NF08 Hebrew Reading; or 06B00NF58 Greek Reading
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The Hebrew and Greek Reading courses are currently not credit-bearing; we recently re-designed them as optional academic activities involving about 15 learning hours each.

Year 4 (120 credits L8)

In Years 3 and 4 of the rolling delivery cycle, courses might have to be offered at both levels 7 or 8, depending on which level a particular student needs.

Semester 1		Semester 2	
1A	1B	2A	2B
08H10AF06 Ecumenism and Inter-Faith Studies 1 (Historical Perspectives)	08N10AF02 Ecumenism and Inter-Faith Studies 2 (Interdisciplinary Perspectives)	08B10AF05 Introduction to the Study of the Writings	08H10AF05 20 th Century Pacific Church History
08B10AF06 Introduction to the Study of John, James, and Revelation	06M10AF01 Social Analysis: Ministry in Social Context	08T10AF05 Climate Change Theologies	08T10AF10 Ecclesiologies and Empire
08R10AF01 Thesis 1	08R10AF02 Thesis 2	08R10AF03 Thesis 3	08M10AF06 Leadership and Management
# 06B00NF09 Hebrew Reading; or 06B00NF59 Greek Reading	# 06B00NF10 Hebrew Reading; or 06B00NF60 Greek Reading	# 06B00NF11 Hebrew Reading; or 06B00NF61 Greek Reading	# 06B00NF12 Hebrew Reading; or 06B00NF62 Greek Reading

The Hebrew and Greek Reading courses are currently not credit-bearing; we recently re-designed them as optional academic activities involving about 15 learning hours each.

Learning Hours: 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.

NOTES

1. Foundation courses (see the courses with an asterisk, * in Year 2) 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 after semester-half 1A of Year 1 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 only with the approval of the departments concerned and the Academic 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*.

The required language courses for the BD (Hons) are available in two options: Biblical Hebrew and Hellenistic Greek. They will be offered in Year 2, 3 and 4 of the rolling cycle at the discretion of the Department concerned.

BIBLICAL LANGUAGES

BD 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.

- *Biblical Languages: Optional Reading Groups*

Students who successfully complete Hellenistic Greek 2 or Biblical Hebrew 2 are encouraged to participate in a 1-hour/week reading class in Greek or Hebrew in subsequent terms. The Reading Groups are designed to help student maintain the language skills they acquired in the Hebrew or Greek courses. There is no fee for these Reading groups. Reading groups will only be available if the staffing situation in a given year allows the Department of Biblical Studies to offer them.

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 preceding the period in which the course in question is offered.

CREDIT TRANSFER

Candidates for the BDHons degree may request a credit transfer (or cross crediting). The Admission Committee will consider such credit transfer on a case-by-case basis. The Admission Committee may recognise up to 120 credits at level 5 or higher from a recognised tertiary educational institution; e.g., credits arising from diploma or degree programmes at universities or theological Colleges in the region, including PTCEE and IMR. These 120 credits typically constitute 'Year 1' of this degree programme. In addition, a further 120 credits at levels 6 and/or 7 achieved at other institutions may be recognised, provided they match the subject requirements and graduate outcomes of this degree. Overall, no more than 240 credits may be credited towards this degree on a transfer-credit basis.

Typically, the Admission Committee will recognise credits from academic programmes in theology and religious studies. However, up to 96 credits overall from non-theological subjects may be considered. Therefore, 80% of the 480 credits for the degree overall will be in a theological subject.

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

Normally, only credits achieved during a period of 10 years prior to application to this degree programme will be taken into consideration.

Since the PQF level and credit system was only recently introduced in the region, the Admission Committee will investigate and decide on a case-by-case basis whether and to what extent credits achieved by means of a pre-PQF Diploma qualify for credit transfer. This also applies to candidates with credits from institutions beyond the region, where a different credit and level system may be in use.

STUDY SKILLS

The BDHons programme includes two required academic skills courses: Academic Skills 1 and Academic Skills 2. 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 adviser 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 (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 BDHons 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.

ACADEMIC PRIZES

Please note that prizes (including their names), conditions for their award, etc. are currently under review, and may change by November 2021.

Only graduating students will be considered for academic prizes. Individual prizes may not necessarily be awarded every year. No prize will be awarded unless the cumulative grade average over the relevant courses is 80/A- or above.

The **Bible Society Prize in Biblical Languages** may be awarded to a student who has completed two courses in either Greek or Hebrew with a combined average of 80/A- or above.

The **Bible Society Prize in New Testament Studies** may be awarded to a student who has completed at least three courses in which New Testament Studies (not including Greek) forms at least 50% of the course curriculum, with an average of 80/A- or above.

The **George Knight Prize in Old Testament Studies** may be awarded to a student who has completed at least three courses in which Old Testament Studies (not including Hebrew) forms at least 50% of the course curriculum, with an average of 80/A- or above.

The **Tauinaola Shekinah Lavasii Memorial Prize in Church History** may be awarded to a student who has completed at least three courses in Church History with a combined average of 80/A- or above.

The **Judith Finau Ministry Prize** may be awarded to a student who has completed at least three courses in Church Ministry with a combined average of 80/A- or above.

The **Malcolm Wilson Prize in Theology** may be awarded to a student who has completed at least four courses in Theology & Ethics with a combined average of 80/A- or above.

The **Sione 'Amanaki Havea Award for Academic Excellence** may be awarded to a student who has completed all 28 (for BD) or 36 (for BDHons) courses with a combined average of 80/A- or above.

COURSES OFFERED IN 2022 (YEAR 3 OF THE CYCLE)

Note: Due to low student enrolment in the BD (Hons.) programme in 2022, courses may not be offered according to this standard cycle. The programme course offerings below are indicative. In the 2021-2022 transition to online and blended modes, student course schedules will be designed by the student in consultation with their supervisor and the relevant departments.

COURSE DESCRIPTIONS

06B00NF05/06/07/08: Hebrew Reading

The Hebrew Reading class, which is optional for all students who have passed the course "Biblical Hebrew 2", is designed to keep language skills afresh. Students are expected to spend one hour per week in preparation, as well as one hour per week in class. Prerequisite: Biblical Hebrew 2.

06B00NF55/56/57/58: Greek Reading

The Greek Reading class, which is optional for all students who have passed the course "Hellenistic Greek 2", is designed to keep language skills afresh. Students are expected

to spend one hour per week in preparation, as well as one hour per week in class.
Prerequisite: Hellenistic Greek 2.

07B10AF01: Introduction to the Study of Torah

This course provides a brief overview of the first five books of the Old Testament, generally known as Torah, or Pentateuch. The course will also include a more detailed study of one or two of these books (e.g., Genesis and Deuteronomy). Exegetical techniques acquired in the 'Introduction to Exegesis' course will be deepened. Foundational hermeneutical and theological aspects are a permeation feature: that is, the 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 English translations.

07B10AF02: Introduction to the Study of the Synoptic Gospels and Acts

This course is an introduction to the study of the four canonical gospels and the Acts of the Apostles. Following a general introduction to important aspects of the study of the gospels, such as the gospel genre, the focus will be on Luke-Acts. General issues of gospel research, such as parables, will also be discussed. The course combines detailed exegetical work of selected passages with important themes in Luke-Acts. 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 might be appropriated in contemporary life. The course will normally work on the basis of the English text.

07B10AF04: Introduction to the Study of the Letters attributed to Paul

This course offers an introduction to the letters traditionally attributed to Paul, including the deutero-pauline and the Pastoral Epistles. The course will first present an introduction to the life and letters of Paul. Using and strengthening the skills acquired in the foundation course in exegesis, the course then concentrates on two of the major letters (e. g., 1 Corinthians and Galatians). The course combines detailed exegetical work of selected passages with important themes. 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 might be appropriated in contemporary life. The course will normally work on the basis of the English text.

07T10AF02: Ecological Ethics & Social Justice

This course provides an overview of both ecological ethics and social justice. Key questions to be explored include: What is ecological ethics? Why ecological ethics? What is social justice? Why social justice? The issue of value is central for both ecological ethics and social justice – the value of the non-human beings (or nature/environment) which is crucial to ecological ethics and the value of human beings which is crucial to social justice. The aspect that is common to both areas is justice and so focus will be on justice for both the environment (environmental justice) and human beings (social justice). The interconnectedness of the two areas – ecological ethics and social justice – will be highlighted by using the theme of violence; violence that human beings inflict upon nature and violence that human beings inflict upon other fellow human beings. To live justly with nature and to live justly with fellow human beings is the vision encouraged and advanced in this course.

07T10AF01: Triune God

This course looks to combine both theory and praxis of the doctrine of God. In the first place it attempts to familiarise students with the content and expressions of the unique Christian doctrine in the various stages of theological development both in the East and the West, as well as with the ecumenical councils. In the second place, the main focus of the course will be on the place and significance of such (Triune) theology in the social, economic and political contexts, or public life, of Oceania today. Examples of current social, economic and political issues will be provided and the question ‘where is the triune God in all this?’ will be critically and constructively addressed. This second component of the course is to enable students to ‘ground’ or ‘earth’ their knowledge and understanding of God in concrete and tangible realities that their churches and communities encounter today.

07T10AF02: Christologies

“Who is Jesus Christ? What is the significance of Jesus Christ today?” These are the central questions that will form the substance of this course. The course aims to deepen the students’ experience of Christ by developing a broader vision and more profound understanding of who Jesus is and what his significance is today. To work toward this the course will focus on the following: earliest Christian portrayals of Jesus in the Gospels and in Paul’s writings; classical Creeds of the Christian Church; the historical reconstructions of the Jesus Seminar; and contemporary existential responses and contextual expressions of Jesus Christ, with specific reference to

feminist and Oceanic Christologies. Students will be encouraged to reflect on the central questions above in the light of the foregoing foci and of their own Religio-cultural and socio-economic contexts.

07H10AF02: Medieval and Reformation Church History

This course introduces students to Christian thought and practice from the early Middle Ages through the Reformation of the sixteenth century. Topics include: the mission to Europe; the rise of monasticism; the schism between Eastern and Western churches; the crusades, and the impact of Islam; Scholasticism; Renaissance and Humanism; the reasons for the Reformation and a closer look at the great reformers (Martin Luther, John Calvin and Huldrych Zwingli), the Anglican and the Radical Reformation, but also the Catholic Counter-Reformation. The course includes a constant assessment of the Reformation heritage for today's Christianity in the Pacific.

07H10AF03: Modern Church History

With the invention of the steam engine and early industrialization a revolution began also within Church and Theology. This course will introduce students to the Theology of Enlightenment and Rationalism, Pietism and Awakening; modern Theology of the 19th century (Schleiermacher) and the counterattack in the early 20th century (Barth). The influence of colonialism and imperialism on Christian mission will be analysed and also the conflict between church and state in Germany (1930s) and Fiji (1987). The course will include an assessment of the impact of Christianity on India and China and end with a discussion of the gravitational shift within Christianity from the North to the South and what this means for the current transformations of the ecumenical movement.

07M10AF02: Worship and Liturgy

This course is devoted mostly to an exploration of the traditions and theology of Christian worship and the issues this has raised, which continue to affect worship within the contemporary context. Through readings and study, students will look at questions of culture and language, ecumenical perspectives, worship and the senses, liturgy and Christian initiation, daily public prayer and the service of the word, liturgies of the eucharis, liturgies commissioning ministry, and pastoral liturgies – marriage, broken relationships, sickness and death. The first phase of the course focuses on the history of Christian worship. It asks what worship is and how worship practices have taken shape among Christians across the centuries and across the world. The second phase will focus upon worship within the contemporary context and the social

pastoral issues that are raised both by contemporary worship and the study of liturgies within this context. Finally, students will put this knowledge to work in appreciating actual worship services in the Pacific context.

07M10AF03: Introduction to Pastoral Counselling

This course of study in Pastoral Counselling focuses on the wholeness, liberation and growth of people and their life-situations in the Pacific today. At the outset, students are enabled to re-discover their roots and heritages as pastoral counsellors. They will recognise counselling as a part of the wider pastoral care ministry of the church, and in turn explore their resources to serve as pastoral counsellors. They will reaffirm the contexts of counselling beginning with self-awareness, the presence of God, family systems, congregation and community settings in the Pacific. They will acknowledge the significance of living and healing by telling life-stories; they will recognise the dynamics of communication in pastoral conversation and counselling. They will further understand the basics in counselling; they will review and sharpen their attitudes, skills and management of time during pastoral counselling. The students will further examine the dynamics, process and phases of diverse moments of counselling during their passage of life. They will reflect on the basic focus on justice and total wellness in pastoral counselling. In turn, they will identify and explore some innovative approaches and challenges with special reference to group care, healing and growth in the ministry of counselling in the Pacific. Examining the burnout experience and designing strategies for self-care in pastoral counselling ministry will be the crown of their study.

07N10AF01: Gender and Ministry in Church and Society in the Pacific Context

This inter-disciplinary course in church history and church ministry aims at engaging students to review their traditional and changing roles as men and women in the Pacific today, especially in relation to leadership and partnership in church and society. The course will explore the foundations for roles of men and women biblically and historically in the early Christian church, and sociologically in the Pacific context of church ministry. The course will examine the ways that men and women are impacted by gender inequality and address issues that they face in various areas of ministry responsibilities as partners in ministry. Special attention will be given to women who have been historically impacted by social structures within the church and society and processes of ministry. The focus on women as partners in leadership and ministry will enable students to examine how status and duties of women have

changed historically in the church and society of the Pacific. This examination will enable students to see how both men and women can impact the future of leadership and partnership in ministry.

07M10AF04: Theology of Mission and the Ministry and Mission of the Church in the Pacific

This course is devoted mostly to an exploration of the theology of mission with a focus on the biblical foundations for mission and context of the church for mission. The course examines biblical and theological presuppositions for Christian mission and integrates theological themes in and around the idea of missions. Through readings and discussions students will look at the question of how theology of mission touches real life ministry and mission of the Church in the Pacific today.

COURSES PLANNED FOR 2023 (YEAR 4 OF THE CYCLE)

Note: See the table above for an overview. Please note that the courses may not be offered according to this standard cycle. The programme course offerings below are indicative.

COURSE DESCRIPTIONS

06B00NF09/10/11/12: Hebrew Reading

The Hebrew Reading class, which is optional for all students who have passed the course "Biblical Hebrew 2", is designed to keep language skills afresh. Students are expected to spend one hour per week in preparation, as well as one hour per week in class. Prerequisite: Biblical Hebrew 2.

06B00NF59/60/61/62: Greek Reading

The Greek Reading class, which is optional for all students who have passed the course "Hellenistic Greek 2", is designed to keep language skills afresh. Students are expected to spend one hour per week in preparation, as well as one hour per week in class. Prerequisite: Hellenistic Greek 2.

08B10AF05: 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). As with all Biblical Studies courses, 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.

08B10AF06: 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 of which are an important part of the New Testament and its history of effect. The course will tend to be more thematic than exegetical in orientation. Each of the three works will be covered in roughly equal parts. 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.

08T10AF10: Ecclesiologies and Empire

When taught on its own, ecclesiology seldom acknowledges the colonial legacies and the imperial thought-systems rife within the discourse. This course aims to unearth these by looking at various images of church that have dominated our conceptions of the God-world relationship and the general perception of the church's mission. It also covers the role of the Spirit in maintaining the vitality of the church as well as the sacramental character of what constitutes church (i.e. what it was supposed to symbolise). Finally, students are expected to re-conceptualise their own *ecclesial* affirmations in ways that might overcome the experiences of colonialism and imperial rule found in contemporary Pasifika contexts.

08T10AF05: Climate Change Theologies

Climate change is a highly contentious issue in the Pacific because it is linked to theodicy. That is, the study of God's involvement in the world, especially with respect to God's power, presence and judgment during climate catastrophes. But not all theodicies or theologies of climate are created equal. This course interrogates some of the theologies related to climate justice, stewardship, ecology and disasters (both natural and human-induced) together with its implications. It encourages students to rethink the role of theology in shaping societal perceptions of God and within the context of the indigenous spiritualities and the eco-consciousness of Pasifika. The course also engages critically with the ongoing prevalent development narrative and enables students to articulate alternative theologies of climate change that are biblically-informed and meaningful to their faith communities.

08H10AF06: Ecumenism and Inter-Faith Studies 1 (Historical Perspectives)

This course will present a historical view of the ecumenical movement. It introduces students to the diversity of the Christian community and the inter-religious context as well as to the foundations for ecumenism and interfaith relations. Through a study of current ecumenical documents, statements of contemporary faith and order commissions, students will not only develop insight into intra-Christian relationships, but also prepare themselves to engage in dialogue with diverse Christian denominations and other faiths in the Pacific.

08N10AF02: Ecumenism and Inter-Faith Studies 2 (Interdisciplinary Perspectives)

Connecting to the first part this course will continue to introduce the major world religions, including Judaism, Hinduism and Buddhism. It will look at the basic beliefs, practices, teachings, truth claims and hopes of these religions. An encounter with representatives of other faiths present in our region will be envisaged as well. Using the perspectives of different theological disciplines, the course will make comparative and contrastive observations in order to explore the scope, the possibilities, and the limitations of interfaith dialogue. The biblical and theological foundations as well as various approaches and models of such dialogue will be explained and discussed.

08H10AF05: 20th Century Pacific Church History

Despite the colonisation of every island in the Pacific by 1900, indigenous people still tried to assert their identity in many ways. The Second World War forced radical changes on the church and mission situation which led to rapid transformation after the middle of the century. Independent churches appeared everywhere and a new style of church life developed in the Pacific, brought in by improved education, economic development and urban growth. In the last quarter of the century, the island churches emerged in their own right, free from missionary domination and were united in trying to undertake their responsibilities in the Pacific society. This course will provide the student with an overview of the major events, personalities, and movements of the church during the twentieth century and will also discuss the growing 'Para-churches'. Space will be given to the students at the end of the course to critically analyse this particular period.

06M10AF01 Social Analysis: Ministry in Social Context

This course is an introduction to social analysis as a practical tool for linking faith with justice, peace, and development issues in the various contexts of ministry in the Pacific. Considering a variety of old and new social problems in the Pacific today, the course will explore how and why the church must be concerned about social issues. Students will be introduced to the biblical and theological basis of social justice, and attention will be paid to the development of practical methodologies for social analysis as well as a range of possible analysis-based pastoral responses to social problems. Case study projects of various kinds will challenge students to reflect critically on specific economic, political, religious and cultural contexts of ministry in the Pacific, and to design strategies for pastoral social action.

08M10AF06: Leadership and Management

This course of study takes up the challenge to equip leaders of the churches in the Pacific Islands with relevant knowledge and effective skills in leadership and management. The course begins with a review on the meaning, experience and biblical models and principles of leadership. In turn, students will be enabled to emulate the exemplariness of Jesus as the servant leader. Students will explore the characteristics and effects of various styles of leadership practised today. Subsequently, they will acquaint with situational leadership and its effects in ministry. They will explore some basic theories and practices on leadership and management functions, roles and skills including time management and capacity building. Importantly, students will review the socio-cultural and organisational challenges for leadership in the Pacific; they will also critically review a few models of leadership and management in the Pacific today. As the crown of the course, students will sharpen their skills in Strategic Planning and SWOT Analysis. They will improve practices of giving and receiving feedback, participatory monitoring and evaluating programmes of activities in their local churches in the Pacific.

08R10AF01/02/03: Thesis 1, 2, 3

Thesis writing in semesters 1 and 2.

COURSES PLANNED FOR 2024 (YEAR 2 OF THE CYCLE)

Note: See the table above for an overview. Please note that the courses may not be offered according to this standard cycle. The programme course offerings below are indicative.

COURSE DESCRIPTIONS

06B10AF01: 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.

06B10AF02: 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.

06B10AF51: 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.

06B10AF52: 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.

06B00NF01/02/03/04: Hebrew Reading

The Hebrew Reading class, which is optional for all students who have passed the course "Biblical Hebrew 2", is designed to keep language skills afresh. Students are expected to spend one hour per week in preparation, as well as one hour per week in class. Prerequisite: Biblical Hebrew 2.

06B00NF51/52/53/54: Greek Reading

The Greek Reading class, which is optional for all students who have passed the course "Hellenistic Greek 2", is designed to keep language skills afresh. Students are expected

to spend one hour per week in preparation, as well as one hour per week in class.
Prerequisite: Hellenistic Greek 2.

06B10FF01: Biblical Exegesis

This course introduces students to the fundamental theory and practice of exegetical methods, which are essential to further study of the Bible, and aims to encourage students to develop a critical, yet faithful reading of the Scriptures. The course will include both traditional historical-critical exegesis and more recent methods of interpretation, such as social-scientific and narrative criticism. The course will also include a brief introduction to the historical context of the Bible. Practical exercises will be set to develop the necessary exegetical skills to interpret the Scriptures, both to do guided work on particular passages, and to understand commentaries and other scholarly works on the Bible. Foundational hermeneutical and theological aspects are a permeation feature: that is, the course will address the issue of how and why biblical texts may be appropriated in contemporary life.

06B10AF03: Introduction to the Prophets

This course provides a brief overview of the Prophets (both Former and Latter) as understood in the divisions of the Hebrew Bible, as well as a special focus on the study of one of the 'books' relating to the former prophets (e.g., Elijah) and one from the latter prophets (e.g. Amos). 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.

06T10FF01: Introduction to Contextual Theologies

This course aims to provide students with an introduction to the study, nature, and practice of theology. It will look at what theology is, who does theology, where it is done, and for what purpose. The traditional sources of theological reflection, such as the Bible, traditions, experience and reason will be examined. The contextuality of all theologies will be stressed, and the relativity of both traditional Western and Pasifika theologies will be exposed. Newer approaches to theology will be explored, including theologies of the majority world. Students will be encouraged to draw on their Pacific cultures and spiritualities in developing their own contextual theologies in dialogue with various models of contextual theology with a view to identifying, describing and critically analysing the methods that undergird such models

06T10AF04: Ethical Principles and Pasifika Issues

This course introduces students to the ethical principles drawn from the wells of philosophy, theology and Pacific life-worlds. It then takes students deeper by way of analysing mainstream theological/ethical principles through Pasifika and communities-based perspectives. It also re-familiarises students with some of the values that often undergird and inform decision-making in the Pacific. Students will then get the opportunity to engage specific examples of current moral and justice issues in Oceania as a way to assist them in formulating unique ethical approaches that are context driven, theologically sound and grounded in Pasifika Christian and cultural values.

06H10FF01: Early Church (First 700 Years)

The period from the second to the seventh century have been the formative centuries of the church. This course will introduce students to the main struggles and 88 transformations of the church from a tiny Jewish group in Jerusalem to the official religion of the Roman Empire. Fundamental doctrines such as the trinity and Christology were formulated during this period, which also saw the transformation of the gospel through the encounter with Greek philosophy and religion. Major theological debates and conflicts about the right source of knowledge (Gnosticism), the relation of good deeds and grace (Pelagianism), the canon of the Scriptures (Marcion) and the understanding of the ministry (Donatism and early Catholicism) will be discussed. The course will end with the Mission to Germanic tribes.

06H10AF04: 19th Century Pacific Church History

The majority of the so called mainline churches in the Pacific region roots back to 19th century mission activities. Missionaries from Western countries started to spread the Gospel in the islands, but soon indigenous evangelists stepped in and took over the same task. Today, those fruitful initial efforts are on the one hand, praised as heroic commitment in propagating the message of Christ; on the other hand, they are criticised as an act of domination in oppressing the indigenous cultures with foreign values in line with the colonial rule. The course will try to introduce students to the complexity of the situation of missionary work in the 19th century. The theological background and the intentions of the missionaries, the various cultural identities of Pacific people as well as the realities of the emerging colonial rule will be considered among other aspects. The purpose of this course is to develop an informed understanding and an adequate assessment of the foundational times of Pacific Christianity.

06M10FF01: Foundations of Ministry

This course introduces students to the ecclesiastical foundations for ministry. It aims to integrate theology with issues of public ministry. The course explores the character of ministry in contemporary practice and development of good pastoral leadership. In the light of those explorations, this course considers implications for the public ministry of the gospel in Pacific contexts. Through various reading and writing assignments, students will be expected to integrate their own experience and perspectives with those of the authors of assigned texts and of one another. Students will be encouraged to nurture a personal sense of pastoral imagination and identity, and begin to gain competence in a variety of ministerial practices.

08M10AF05: Foundations 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 viewpoints 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.

06A10FF01: Academic Skills 1

This course will introduce students to essential skills for academic theological work. The course is designed to tie in with the concurrently taught non-credit-bearing courses in Foundational English, and Computer Skills (where applicable to the individual student), and with the credit-bearing course, Academic Skills 2, taught in the next semester-half. Academic Skills 1 concentrates on academic reading of theological texts in particular, and of critical thinking (permeation feature). At the end of the course, a very brief introduction to academic writing (including referencing) will be also given to help students who may be working on assignments for other courses they are taking concurrently.

06A10FF02: Academic Skills 2

This course will introduce students to essential skills for academic theological work. The course is designed to tie in with the concurrently taught non-credit-bearing

courses in Foundational English; the previously taught non-credit-bearing course in Computer Skills (where applicable to the individual student); and with the credit bearing course, Academic Skills 1, taught in the previous semester half. Academic Skills 2 concentrates on academic writing of theological texts in particular, and of critical thinking (permeation feature).

SPECIAL PROGRAMMES

Pacific Theological College Extension Education PTCEE

PTCEE, what is it?

PTCEE is the non-residential, distance-learning programme of PTC, serving the region since 1996. Nearly 1000 Christians from diverse backgrounds and many different churches have chosen to study with PTCEE since that time. We enable students across the region to learn at home, in their own environment and at their own speed, through accessible, achievable, accredited courses. All our Certificate, Diploma and some BD print-based courses are now available online too. Please check at <http://ptcee.ptc.ac.fj/>



We believe in Theology for All for Life

PTCEE Why do we need it?

If you want to expand your knowledge and wisdom about God, Church and World and can commit to regular, faithful study, PTCEE is for you. God calls all the faithful to mission and ministry, not only those who are ordained. Whether we are in the village or the town; at the workplace or with the family; listening to our politicians or our preachers; on the sports field or at choir practice; theological education is necessary and practical. PTCEE studies help us think about Christian responses to pressing realities affecting Church and society in Oceania such as climate justice, religious diversity, land and relocation issues, poverty and wealth, migration and globalization. Theological Education helps us study the holy scriptures, examine the varied traditions we come from, use our God-given reason wisely and reflect on real life experiences through the eyes of faith.

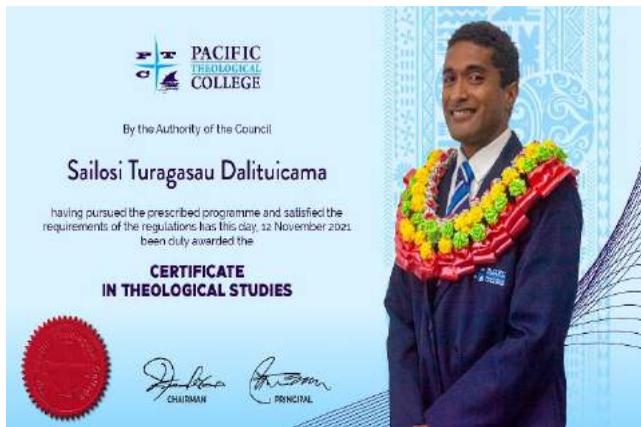
We believe in SCRIPTURE, TRADITION, REASON and EXPERIENCE



Study ONLINE with PTCEE for Certificate, Diploma & Bachelor of Divinity Courses

PTCEE Who can study?

Certificate courses have open entry to anyone who can read, write, understand and express their ideas reasonably well in the English language. PTCEE students come from across a wide age spectrum and with different levels of formal education and life experience. All are welcome to enrol on the Certificate and test the waters. Why not? Many progress from the Certificate to the Diploma and possibly to Bachelor degree level. The standards, of course gradually become more demanding.



Certificate in Theological Studies Graduates 2021. Mr. Sailosi T. Dalituicama, Ms. Arti Archana and Br. Faga Joseph Nakaora.

Nevertheless, PTCEE aims to be an 'open door' not a 'closed shop' for theological education. Contact us and be assured of a warm welcome and a listening ear as we talk about your needs.

PTCEE What can I study?

1 Individual courses

Students may enrol in courses for their own interest, not intending to complete a Certificate, Diploma or Degree. The work done is still valued, formally assessed and a course completion certificate issued, showing the grade achieved.

2 Certificate in Theological Studies

Students must complete 8 foundational courses plus an elective, there are five to choose from, totalling 90 credits. To complete each course to a high standard, students need to read, study, think and write in a disciplined and careful way for about 100 learning hours.

Code	Course Title	Hours	Credits
C20RD01	Introduction to the Study of the Bible: part 1	100	10
C20RD02	Introduction to the Study of the Bible: part 2	100	10
C30RD01	Church History: up to the Reformation	100	10
C30RD02	Church History: Reformation to the Present	100	10
C40RD01	Introduction to Ministry	100	10
C40RD02	Introduction to Christian Education	100	10
C50RD01	Foundations of Theology	100	10
C50RD02	Foundations of Ethics	100	10
	An elective	100	10

3 Diploma in Theological Studies

Students must complete courses including electives, totalling 180 credits (90 from the Certificate and 90 from the Diploma courses). The PTCEE Certificate (worth 90 credits) can be seen as a half-way stage towards the Diploma. It offers further theological education at a more advanced level and is especially useful for equipping lay people who have leadership roles in their congregations and communities. Again, to complete each course to a high standard, students need to read, study, think and write in a disciplined and careful way for about 100 learning hours.

Code	Course title	Hours	Credits
D20RD01	Introduction to the New Testament	100	10
D20RD02	Introduction to the Old Testament	100	10
D30RD01	History of Pacific Christianity: 19 th century	100	10
D30RD02	History of Pacific Christianity: 20 th century	100	10
D40RD01	Introduction to Pastoral Care	100	10
D40RD02	Introduction to Christian Worship	100	10
D50RD01	Themes in Theology	100	10
D50RD02	Making Ethical Decisions	100	10
	An elective	100	10

The elective courses for both Certificate and Diploma programme are:

Code	Elective Course title	Hours	Credits
D20ED01	Bible Study Methods	100	10
D40ED01	Introduction to Preaching	100	10
D40ED02	Ministry in a Social Context	100	10
D40ED03	Ministry to Children and Youth	100	10
D50ED01	Women and Theology	100	10

4 Brief Course Descriptions: Certificate and Diploma

C20RD01: Introduction to the Study of the Bible: parts 1 and 2

Developing skills in reading the Bible and understanding the world of the Old and New Testaments, this course helps you to study the Bible with insight and in greater depth, on your own or with others.

D20RD01: Introduction to the New Testament

Understanding what the New Testament writings are about and how we can best use them, this course explains what material is found there, the main themes, and where, why and for whom the books were written. You will learn how to ask questions to help you discover the main concerns of a Bible passage: what it meant in its own time and for today.

D20RD02: Introduction to the Old Testament

Enabling us to see the importance of reading the Old Testament for our journey of faith, 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 in ways that respect what it meant in its own time and can mean for us today.

C30RD01: Church History: to the Reformation

Tracing the growth of Christianity from the community of disciples until the time of the Reformation (16th century), this course discusses the formation of Church teachings and the changing relationship between them and our society as it has developed. We are encouraged to learn from the mistakes and successes of the past.

C30RD02: Church History: Reformation to the Present

Following on from C30RD01, this course 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 organization which some people felt had drifted away from its initial calling and how the church divided into the denominations we know today.

D30RD01: History of Pacific Christianity: 19th century

Telling the story of the beginnings of Christianity in the Pacific Islands, this course traces the history of the Christian gospel here through the 19th century. The two perspectives of 'translation' and 'discipling' are important in the course. You will read extensively and do some serious historical analysis.

D30RD02: History of Pacific Christianity: 20th century

Continuing the study of the Christian Church in the Pacific, this course discusses the 20th century, when most Pacific Islanders had adopted Christianity. It covers the emergence of Island Churches, the development of local ministries; theological education; the

ecumenical movement; and issues and concerns since World War II. You will develop intellectual and technical skills, valuable not only in later history studies but also in other academic and vocational contexts.

C40RD01: Introduction to Ministry

Exploring different areas and types of church ministry, this course tries to attract your interest towards one or more particular ministries. It encourages you to use your knowledge and skills to help develop those ministries in your local church and community. It challenges you to a prophetic role among the people with whom you have contact.

D40RD01: Introduction to Pastoral Care

Deepening our understanding of pastoral care and the role of healing, guiding, sustaining and reconciling in pastoral care ministry, this course will help you to identify the needs of your own community and develop pastoral responses. You will identify the strengths of the traditional pastoral care offered by your island community and gain insight into your own gifts and limitations. You will practice and develop the basic skills used in pastoral care and counselling.

C40RD02: Introduction to Christian Education

Explaining how we learn, the difference between surface and depth learning, and what is meant by faith development and spiritual development, this course surveys 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 well.

D40RD02: Introduction to Christian Worship

Investigating and exploring 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

D20ED01: Bible Study Methods

Enabling you to teach basic biblical foundations of our Christian faith with confidence, this course offers a variety of creative ways to do that in your school, village and church community contexts. You are encouraged in this to write some sessions, lead some sessions, experiment and think critically about the results.

D40ED01: Introduction to Preaching

Helping us to become better preachers and to listen to the preaching of others with knowledge and wisdom, the course 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.

D40ED02: Ministry in a Social Context

Introducing social analysis as a practical tool for linking issues of faith, justice, peace and development, the course explores the basis and history of Christian social teaching. You will learn how the ministry model called the 'Pastoral Cycle' helps you analyze social problems and develop appropriate ministry responses to them. The course focuses on designing strategies for pastoral action in Pacific Island social contexts.

D40ED03: Ministry with Children and Youth

Enabling us to minister effectively to young people of various ages, the course suggests ways of encouraging children and youth to participate in worship and prayer. It will help you 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 children and the rest of the church.

C50RD01: Foundations of Theology

Thinking about what is most real and important in your personal faith journey, this course covers the major subject areas of theology: God, Jesus Christ, the Holy Spirit and the Church. It helps you understand how church tradition, reason and experience 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.

C50RD02: Foundations of Ethics

Exploring ways of thinking about how to live a 'good life', this course aims to increase our understanding of what God wants us 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 moral character.

D50RD01: Themes in Theology

Offering a framework of ideas to connect biblical teachings and a way to develop skills in thinking critically, this course offers guidance in expressing theological understanding both orally and in writing. You will be encouraged to apply what you have learned to your own situation. The course emphasizes the importance of culture for theology, and encourages a new appreciation of Oceanic myths, biblical creation stories and the relationship between science and theology.

D50RD02: Making Ethical Decisions

Leading us to a deeper understanding of what is involved in the important decisions we make in life, this is a course about 'doing' and 'living' ethics, offering a broader awareness of how Christians can be Disciples of Christ in a complex and rapidly changing world. It focuses on the responsible choices Christians have to make before God as they deal with issues facing the Pacific today.

D50ED01: Women and Theology

Pacific Christians of the 21st century is a long way from the world of ancient Pacific Islanders, the first Christians and the writers of the scriptures. In the journey from then to now something important has been lost. This course explores the forgotten female dimension of the Christian experience of God and faith. In this course, women of faith who have written about their own journeys help us to return to our Christian origins to recover inclusive visions of God, the Church and Christian ministry.

5 Accreditation of Previous Experience and Learning (APEL)

PTCEE is respectful of previous learning and experience. Cross-crediting of courses already completed through PTC or another learning provider may be possible but should not be assumed. It is the PTCEE student's responsibility to supply previous academic transcripts with evidence of courses taken and grades achieved, plus full details of the learning provider who issued the award. Prior work must be of equivalent quality and conform to SPATS Accreditation Standards and Guidelines within the Pacific Qualifications Framework.

6 Bachelor of Divinity

Students must complete 28 new courses of 100 learning hours, totaling 280 credits. Most BD by Extension students will use successful PTCEE Diploma completion (180 credits) as their entry point. Those wishing to enroll based on prior theological credits earned elsewhere need to apply with their academic transcripts for consideration by the admissions committee.

Daisy Maelanga BD (Hons.) 2019

The BD by Extension is far more detailed and demanding but still achievable by those who do committed and determined to work. Students develop vital theological competencies and critical thinking for mission and ministry in the contemporary Pacific, particularly for those who not able to attend a full-time residential theological programme.



PTCEE Courses are constantly under development and revision to meet changing educational frameworks and contemporary needs in Oceania, so the list below is subject to change. Please contact the office with any BD queries not covered here. Foundations courses (F) are taken first and then the sequence of courses is optional.

Code	Course title	Hours	Credits
B20ND00	Introduction to the Bible <i>Admission requirement if student has no previous theological education</i>	100	0
B10FD01	Academic Skills 1 (F)	100	10
B10FD02	Academic Skills 2 (F)	100	10
B20FD01	Introduction to Exegesis (F)	100	10
B20BD01	Introduction to the Study of Torah	100	10
B20BD02	Introduction to the Study of the Synoptic Gospels and Acts	100	10

B20BD03	Introduction to the Study of the Prophets	100	10
B20BD04	Introduction to the Study of the Letters attributed to Paul	100	10
B20BD05	Introduction to the Study of the Writings	100	10
B20BD06	Introduction to the Study of John, James and Revelation	100	10
B30FD01	Early Church (First 500 Years) (F)	100	10
B30BD01	19 th Century Mission in the Pacific	100	10
B30BD02	Medieval and Reformation Church History	100	10
B30BD03	Modern Church History	100	10
B30BD04	20 th Century Pacific Church History	100	10

B40FD01	Foundations of Ministry (F)	100	10
B40BD01	Social Analysis: Ministry in Social Context	100	10
B40BD02	Worship and Liturgy	100	10
B40BD03	Introduction to Pastoral Counselling	100	10
B40BD04	Global Mission and the Pacific Today	100	10
B40BD05	Fundamentals of Christian Education	100	10
B50FD01	Methods in Contextual Theology (F)	100	10
B50BD01	Christology	100	10
B50BD02	Trinity	100	10
B50BD03	Spirit, Church and Sacraments	100	10
B50BD04	Explorations in Ecumenism	100	10

B50BD05	Ethical Principles	100	10
B50BD06	Theology and Science	100	10
B50BD06	Introduction to World Religions	100	10

7 Enrolment

If you are interested in enrolling for the Certificate, Diploma or BD, complete the relevant application form available from the PTCEE office or downloadable from the website <http://ptcee.ptc.ac.fj/>

A BD applicant wishing to study entirely through extension is subject to the same admission procedures as a BD student in residence or studying part-time. Feel free to contact the PTCEE office with any queries.

8 Fees

- One-time Registration Fee \$50
 - Certificate/Diploma courses \$200
 - Bachelor of Divinity courses \$600 (extension only)
- Course materials are only issued on receipt of payments.

9 Recognition and encouragement



When a student has successfully completed 3 courses at Certificate level s/he earns one 'free' course. This can be claimed at any time: it does not have to be the fourth course. This also applies after successful completion of 3 Diploma course

When a student has successfully completed 9 BD by Extension courses, s/he earns one 'free' course, and similarly after successful completion of 19 courses. In practice, this means that the 10th and 20th courses are free of charge. PTCEE offers this recognition and encouragement across the board, without discrimination. However, we encourage students whose financial circumstances are stronger to offer their 'free' course to others rather than claiming it for themselves. The PTCEE office receives requests for subsidies and financial support and this is one way we can help to meet them.

10 Contact us! We look forward to hearing from you.

Pacific Theological College Extension Education
(PTCEE)

Landline:	+ 679 330 7989
Mobile/WhatsApp/Viber	+ 679 908 0754
E-mail:	ptcee@ptc.ac.fj admin@ptceeonline.com
Website:	http://ptcee.pcc.ac.fj/
Facebook:	Ptcee Suva
Twitter:	@PTCEDbyEx

We believe in Theology for All for Life

Institute for Mission and Research IMR

BRIEF HISTORY

The mandate for a programme on capacity building for mission was made at the Pacific Conference of Churches (PCC) General Assembly in Maohi Nui in 1997. In 1999, the God's Pacific People (GPP) was established as the capacity building for mission programme, by the Pacific church leaders and was mandated to PTC to administer and manage it. In 2008, the Pacific Theological College (PTC) Council approved the establishment of the Institute for Research and Social Analysis (IRSA), the research and social analysis programme for the College. With the endorsement of the PCC and PTC Executive Committees in 2016, the two programmes (capacity building for mission, and research and social analysis) were consolidated into one mission and research programme under the new institutional framework, Institute for Mission and Research (IMR) in 2017. The capacity building for mission trainings started in 2001 as professional development (PD) courses with the first training on 'business and finance management'. Building on more than ten years of experience, these PD courses were developed into certificate and diploma courses in 2015. These are delivered in-country through intensive training workshops of four weeks for the certificate courses and two weeks for PD. The latest publication by PTC was the 'Navigating Troubled Waters: Ecumenism in the Pacific since the 1980s', launched in July 2017.

PURPOSE

The primary purpose of the capacity building for mission and research is to serve the mission and research needs of the member Churches of the PCC and PTC. In a rapidly changing mission context in the region, it is vital that the churches are equipped with the information, knowledge and competencies, and skills and expertise to discern, analyse and address emerging issues that are affecting their people. While there are courses and trainings offered by secular institutions and civil society organisations, the uniqueness of the PTC's

capacity building for mission courses is their theological and biblical basis, and complemented by relevant secular insights, and methodologies and tools in the delivery of the courses. The future projection is to develop PTC's capacity to enable it to offer a fully-fledged PTC academic programme on ecology and sustainable development; PTC as the regional research network centre; and the regional ecumenical focal point on research and publications.

STRATEGIC FOCUS

The strategic focus of IMR, the PTC courses it delivers and the research projects is 'Changing the Story (CTS) of Development in the Pacific'. This CTS focus is about intentionally focusing the design and delivery of the PTC courses and the research activities on 'changing the narratives' of the issues being addressed, and in doing so, relevant approaches and strategies can then be designed and actioned.

PROSPECTUS

2021 – 2024

The Institute for Mission and Research will be offering the following programmes from 2021 to 2024.

CREDIT PROGRAMMES

DIPLOMA OF APPLIED MISSION STUDIES

The diploma programme consists of three courses

Overview of Diploma Programme

Course Code	Course title	Hours	Credits	Level
I60RF01	Leadership and Management	400	40	5
I60RF02	Social Analysis	400	40	5
<u>And</u>				
I60EF03	Pacific Peacebuilding	400	40	5
<u>Or</u>				
I60EF04	Gender Voices for Dignity	400	40	5

ADMISSION CRITERIA:

In order to be admitted to the Diploma, a person must have:

- a) A University Entrance Certificate, or
- b) A pass in Form 6/Grade 12 equivalent with English and two years proven relevant work experience, or

c) Be a mature age student (23 years +) with extensive (five years), relevant and proven work experience.

REQUIREMENTS FOR THE AWARD OF THE DIPLOMA:

Completion of 120 credit points consisting of two (2) required courses: Leadership and Management (40 credit points) and Social Analysis (40 credit points); and one (1) elective course from either: Pacific Peacebuilding (40 credit points) or Gender Voices for Dignity (40 credit points).

COURSE COMPLETION CERTIFICATES:

1. Participants who complete a course having passed all assessed work will be issued with a **Course Completion Certificate** with the grade awarded for the course. This **Course Completion Certificate** may be used for **academic Cross Credit purposes** and evidence of Professional Development.
2. Participants who attend and participate in the course workshops but **DO NOT COMPLETE** the assessments will be issued a **Course Certificate of Attendance** which may be used as evidence of Professional Development.

Detailed Requirements

A. Compulsory Set			
Course Code and Title: I60RF01 Leadership and Management			
Units	Hours	Level	Credits
Unit 1 Biblical Principles of Leadership and Management	100	5	10
Unit 2 Leadership and Social Justice	100	5	10
Unit 3 Management of Human Resource, Conflict and Project	100	5	10
Unit 4 Finance Management	100	5	10
Course Code and Title: I60RF02 Social Analysis			
Unit 1 Development, Justice and Peace	100	5	10
Unit 2 Poverty and Social Justice	100	5	10
Unit 3 Globalisation	100	5	10

Unit 4 Creative Arts for Social Change	100	5	10
B. Elective Set			
Course Code and Title: I60EF03 Pacific Peacebuilding			
Unit 1 Peacebuilding and Theology	100	5	10
Unit 2 Conflict Analysis, Stress and Trauma Healing	100	5	10
Unit 3 Restorative Justice	100	5	10
Unit 4 Conflict Resolution/Transformation	100	5	10
Course Code and Title: I60EF04 Gender Voices for Dignity			
Unit 1 Human Dignity and Gender Equality from a Biblical-Theological Perspective	100	5	10
Unit 2 Gender, Church, Structures and Systems affecting Human Relationships	100	5	10
Unit 3 Gender and Changing Roles in Society	100	5	10
Unit 4 Community Organising and Advocacy for Change	100	5	10

DIPLOMA OF PASTORAL COUNSELLING

The diploma programme consists of three courses

Overview of the Diploma Programme

Course Code	Course title	Hours	Credits	Level
I40RF05	Pastoral/Spiritual Counselling 1	400	40	5
I40RF06	Pastoral/ Spiritual Counselling 2	400	40	5

I40RF07	Pastoral/Spiritual Counselling Practicum	400	40	5
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ADMISSION CRITERIA:

In order to be admitted into the Diploma of Pastoral Counselling, a person must have:

- a) A University Entrance Certificate, or
- b) A pass in Form 6/Grade 12 equivalent with English and two years proven relevant work experience, or
- c) Be a mature age student (23 years +) with extensive (five years), relevant and proven work experience.

REQUIREMENTS FOR THE AWARD OF THE DIPLOMA:

Completion of 120 credit points consisting of three (3) required courses: Pastoral Counselling 1 (40 credit points); Pastoral Counselling 2 (40 credit points); and Pastoral Counselling Practicum (40 credit points).

Course Completion Certificates:

1. Participants who complete a course having passed all assessed work will be issued with a **Course Completion Certificate** with the grade awarded for the course. This **Course Completion Certificate** may be used for **academic Cross Credit** purposes and evidence of Professional Development.

Participants who attend and participate in the course workshops **but do not** complete the assessments will be issued a **Course Certificate of Attendance** which may be used as evidence of Professional Development.

Detailed Requirements

A. Compulsory Set			
Course Code and Title: I40RF05 Pastoral/Spiritual Counselling 1			
Units	Hours	Level	Credits
Unit 1 Introduction to Pastoral Counselling 1	100	5	10
Unit 2 Introduction to Pastoral Counselling 2	100	5	10
Unit 3 Micro Skills in Counselling	100	5	10

Unit 4 Human Life Span Development	100	5	10
Course Code and Title: U60RF06 Pastoral/Spiritual Counselling 2			
Unit 1 Narrative, Family and Just Therapies; Theological /Spiritual Perspectives on Pastoral Counselling	100	5	10
Unit 2 Indigenous Approaches to Health and Wellbeing in a Cross-cultural Context	100	5	10
Unit 3 Theological perspectives and observational pastoral/spiritual field visits	100	5	10
Unit 4 Practicum – face-to-face pastoral care and counselling including 10 hours mentoring	100	5	10
Course Code and Title: U60RF07 Pastoral/Spiritual Counselling Practicum			
Unit 1 Integrating Narrative Therapy in an Indigenous Framework	100	5	10
Unit 2 Ethics (Resilience, Self-Care) and the Law	100	5	10
Unit 3 Practicum – observational pastoral/spiritual field placement	100	5	10
Unit 4 Practicum – face-to-face pastoral spiritual care including 10 hours mentoring	100	5	10

NON CREDIT PROGRAMMES

LEARNING ENGLISH FOR CHANGE (LEC)

The English course offering is in particular to the churches in Maohi Nui (French Polynesia), Kanaky (New Caledonia) and West Papua. The primary outcome of the course is to develop the students' fluency and comprehension capacities.

This is to equip them in their need for advocacy on self-determination issues, at the regional and international levels.

We are offering:

- 1 residential course per year for a period of 6 months. The structure is as follows:
 - a. 5 months' intensive classroom learning;
 - b. 2 weeks experiential learning (placements) in a village or in a church parish in an urban setting; and
 - c. 2 weeks of social analysis Professional Development training.

The PD is to provide the students with the analytical and advocacy skills in social justice work which they can use when they return to their home churches and CSOs.

IMR will share the costs for students sent by churches (and church related CSOs). Please email your interests and requests to the contacts below.

Contacts

Please contact the director, Mr. Aisake Casimira and/or Ms. Rusila Nabouniu for more details about our course offerings.

Mr. Aisake Casimira
Director
Institute of Mission & Research
casimira@ptc.ac.fj

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Ms. Rusila Nabouniu
Programmes Manager
Institute of Mission & Research
rusila.nabouniu@ptc.ac.fj

Women's Fellowship Development Programme

WFDP

The P.T.C. 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. We aim to integrate programme of studies for women to complement other existing educational opportunities at the College.



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

1. Purpose

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

The three awarded programmes available within Women's Fellowship Development Programme are:

- i. **Certificate in Women’s Ministry Studies (CWMS).**
- ii. **Certificate in Women’s Ministry Studies and Theology (CWMST).**
- iii. **Certificate in Practical Arts and Life Skills (CPALS).**

The first two Certificates (i. CWMS & ii. CWMST) are designed through integrating the four streams of study mentioned above whereas the third certificate (CPALS) is purely practical oriented skills and knowledge; all designed to meet the needs of the students for ministry life in the community and church context. All three certificates are delivered in such a way that the awards may be achieved within two years of study.

2. Certificate in Women’s Ministry Studies (2019, 2021, etc)

Semester	Code	Course Title	Hours
1A	04A05AF01	Communication Skills: Computer Skills and English Skills (Year 1)	50
1A	04N05AF01	Practical Arts (Year 2)	50
1B	04M05AF21	Introduction to Counselling	50
2A	04M05AF22	Advanced Counselling	50
2B	04M05AF23	Introduction to Preaching	50

Certificate in Women’s Ministry Studies (2020, 2022, etc)

Semester	Code	Course Title	Hours
1A	04A05AF01	Communication Skills: Computer Skills and English Skills (Year 1 students)	50
1A	04N05AF01	Practical Arts (Year 2 students)	50
1B	04M05AF24	Women and Theology	50
2A	04M05AF25	Leadership Foundation in the Scriptures	50
2B	04M05AF26	Ministry & Leadership	50

This is a level 4 Certificate programme. Requirements for the CWMS award: eight (8) WFDP courses outlined below (one per Semester half), equivalent to 40 credits, usually taken over two years. Students taking this award may cross credit up to three (3) WFDP courses from PTCEE courses. A PTCEE Course is normally worth two (2) WFDP Courses (e.g WP’s “Introduction to Counselling 1 and Advance Counselling” equals PTCEE’s “Introduction to Pastoral Care” course. C50RF01 Foundations of Theology and C50RD02 Foundations of Ethics can also be cross-credited to PTCEE.

The course on ‘Communication Skills’ is offered every year in Semester half 1A (for new students), together with a parallel course in ‘Practical Arts’ (for continuing students). Course offering may be subject to change depending on the needs of the students and their educational background.

3. Certificate in Women’s Ministry Studies and Theology (2020, 2022, etc)

Semester	Code	Course Title	Hours
1A	04A05AF01	Communication Skills: Computer Skills and English Skills (Year 1 students)	50
1A	04N05AF01	Practical Arts (Year 2 students)	50
1A	04T10RD02	Foundations of Ethics [course tutorial runs throughout the year]	100
1B	04M05AF24	Women and Theology	50
2A	04M05AF25	Leadership: Foundations in the Scriptures	50
2B	04M05AF26	Ministry & Leadership	50

This is a level 4 Certificate programme. The CWMS 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: C50RD01; **Theology** (Year A), and C50RD02: **Ethics**

(Year B). Each of these PTCEE courses will be accompanied by a two-hour tutorial once a week. Total credits for this Certificate: 60, usually taken over two years.

4. Certificate in Practical Arts and Life Skills - Year A (2019, 2021, etc)

Semester	Course Code	Course Title	Hours
1A	03N05AF02	Recycling 2	50
1B	03N05AF03	Printing & Carving	50
2A	03N05AF04	Weaving	50
2B	03N05AF05	Crochet	50

Certificate in Practical Arts and Life Skills - Year B (2020, 2022, etc)

Semester	Course Code	Course Title	Hours
1A	03N05AF06	Cooking & Baking	50
1B	03N05AF07	Sewing 1	50
2A	03N05AF08	Sewing 2	50
2B	03N05AF01	Recycling 1	50

This is a level 3 Certificate programme. The CPALS award programme is offered in a two year rotating-cycle. Requirements for CPALS awards: eight (8) courses listed above (one per semester half), equivalent to 40 credits, usually taken over two years. Failure to complete all eight courses but more than four (4) courses will be awarded a Certificate of Participation. Students are encouraged to participate in all courses as this is a great opportunity for them to share their skills / knowledge, talents and experiences from the Pacific region.

5. Brief Course Descriptions: Three Certificate Programmes

04A05AF01 Communication Skills: Computer Skills & English Skills

Basic Word processing skills will be covered in detail to enhance the student's confidence in using Micro Soft Office Word. Microsoft Office Excel, Microsoft Office Publisher and Micro Soft PowerPoint will be taught in case the need arises for reports, assignments, letters or

power point presentations. Classes can be separated under “Beginners” and “Advanced”. The student’s ability to read, write and speak English is checked through the use of past and present tenses, vocabulary, comprehension, essay writing, and referencing. 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.

04N05AF01 Practical Arts

Sewing, cooking, carving, printing weaving or recycling are options for this course depending on the student’s choice of knowledge. This course is meant to introduce women to a variety of new practical arts skills. Also to ensure the revival and maintenance of traditional indigenous art forms of the Pacific. What will be taught in this course depends on what the students might want to learn from the variety of hand work listed above.

04M05AF24 Women and Theology

Pacific Christians of the 21st century is a long way from the world of ancient Pacific Islanders; the first Christians are the writers of the scriptures. In the journey from then to now something important has been lost. The course explores the forgotten dimension of the Christian experience of God and faith. In this course, women of faith who have written about their own journeys help us return to our own Christian origins to recover inclusive visions of God, the Church and Christian ministry. *Please note: this course uses about half of the material covered in the PTCEE elective course with the same course title. Students who take the WFPD course may not later take the PTCEE course.*

04T10RD02 Foundations in Ethics

Exploring ways of thinking about how to live a ‘good life’, this course aims to increase our understanding of what God wants us 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 moral character.

04M05AF25 Leadership: Foundations in the Scriptures

The different styles of leadership in the Bible are explored this and allows the student to understand the roles and characters of a good leader in the church setting and take on the best leadership styles to enhance their role of being a leader in the family, church, society and government.

04 M05AF26 Ministry & Leadership

Build on the previous course (Leadership: Foundations in the Scriptures), this part focuses on equipping the students for ministry with the kind of attitude and heart like Jesus did. It hopes to help the student on how to deal with or make decisions regarding the issues that are affecting people's lives today. It aims to make the person a better leader in their homes and in the society.

03N05AF06 Cooking & Baking

This course aims to encourage healthy meals and encourage local recipes that are healthy and cheap as well. With the rise of NCD's in the Pacific region, this course should help the student realise that healthy meals are important and help them grow their own vegetables at home.

03N05AF07 Sewing 1

Aims to help women be able to understand the basics of sewing different garments; children's clothes and adults as well. Sewing is a skill that can help families financially so we hope to make sure every student can sew. Home dress, Formal dress, Skirts, Blouse, Pillow cases, curtains are some of the items the students would begin with.

03N05AF08 Sewing 2

This part is built on the Sewing I where the students is expected to improve in every way from measurement, drafting a pattern, cutting and neatening. This would enable the student to earn a living through sewing however; perfection requires a lot of practice and effort to. At the end of this course the student should be able to neatly and perfectly sew all kinds of shirts, dresses and pocket *sulu*.

03N05AF01 Recycling 1

This course focuses on reusing materials that can create new things like making jewellery, flowers, flower vase, pot plants and other stuffs that can be made out of plastic bottles and any reusable material. The idea is to use up what can be rubbish in our homes and communities to create something nice that is useful and could also be sold for money.

6. Prizes

One academic prize is awarded to final a year student or students of the Women's Fellowship Development Programme who has shown excellent effort, skills and determination throughout the two years. The award is Jean Bell Prize for Significant Achievement.

7. Applications

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

8. Course Fees

For private or outside students, fees must be paid to the Finance office on the first day of class.

Fees for Certificate in Women's Ministry Studies (& Theology)

4 core Course	FJ\$1165.00
SBA Fee	FJ\$45.00
Library Fee	FJ\$50.00
IT Fee	FJ\$100.00

Fees for Certificate in Practical Arts & Life Skills

Cooking & Baking	FJ \$350.00
Sewing I	FJ\$350.00
Sewing II	FJ\$350.00
Recycling 1	FJ\$265.00
SBA Fee	FJ\$45

Contact detail for WFDP is listed on the inside cover of this Handbook. wfdp@ptc.ac.fj Telephone (679) 3311100 Ext 134

GENERAL INFORMATION FOR CANDIDATES AND SPONSORING CHURCHES

APPLICATIONS

Churches which intend to send students to PTC 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 PTC 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% on 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 for 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 PTC. These applications, with proper supporting documentation, **two** [2] passport size photographs of each person in the family, police report 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 PTC 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 throughout 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, Veiuoto, 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, musical devices and television sets 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 single room 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.
- Students 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.

The College Library

The George Knight Library was officially opened in 1966 and is named after the first Principal of the College, the Reverend Dr. George A. F. Knight.

The George Knight Library is the biggest theological library in the Pacific excluding Australia and New Zealand. With an up to date collection in various disciplines, the Library holds over 30,000 volumes which include resources in General, Reference, Pacific Research Materials, Theses, Periodicals and Closed Reserved Collections. A greater part of the collection is available for loan. The Library's present facilities include accommodation for approximately 35 readers in the main Library area, including a special room for 2nd year master's students who are provided with a study carrel; an environment conducive for theses writing.

The Library uses Liberty5 Library system which is integrated with ATLASerials PLUS Religious Collection for the federated search. The Collection uses the Dewey Decimal Classification System and Sears List of Subject Headings for cataloguing purpose.

The Library Catalogue is accessible from outside of PTC. Please refer to the Pacific Theological College Website Homepage for the URL address for accessing the Library Catalogue.

The Pacific Theological College is the first Theological College in Fiji to have renewable energy resources for the George Knight Library. The College expresses its heartfelt thanks to EBSCO Industries, Inc. for providing a grant to have the Solar panels installed for the Library. This Solar system has contributed towards promoting the Earth Justice Advocacy in Fiji and will also create an environmentally friendly Library.

Library Mission Statement

To provide and manage information resources to support the Pacific Theological College in its work of theological education, professional ministry training, and public theological discourse.

Admission

Use of the Library and registration are conditional, based on the policies and procedures of the Library as set by the Librarian in consultation with the College administration and

the Library Advisory Committee. A membership fee is incurred for borrowing books: ask the Library staff at the issue desk for a membership form. The library serves the students and their spouses, faculty and staff of PTC, part-time and extension students of PTC, members of the PTC Council and Executive and the public as external borrowers as approved by the librarian.

The Library is open to any users/researchers to do their research on the areas of Pacific Theological Education.



Borrowing Regulations

- Loan period is for a period of one month with one renewal.
- Reservations may be placed on resources on loan. Borrowers will be notified when the material is returned to the Library.
- Materials on loan can be recalled by the Librarian and the item is expected to be in the library within 2 days from the date of recall. Reference, Closed Reserves and Strong Room collections are to be used in the library only and these cannot be borrowed.
- Borrowers are responsible for cost for damaged or loss of books loaned to them.
- All books are to be either returned or renewed before the due date to avoid overdue fines.

- PTC students are expected to return all the books loaned to them 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.

Library facilities

- Photocopying services – students are given a code to use the photocopier and the sum is deducted from their book allowance accordingly. Non registered users are requested to ask the Library staff for this service which incurs a small fee for the number of pages used for photocopying.
- Scanning – This service is provided free of charge. Users are requested to liaise with the Library staff first before performing this service.
- Interlibrary loan (ILL) services are available. Please proceed at the issue desk or liaise with the Librarian for this service.

Library Opening Hours

Opening Hours

Semesters

Monday – Thursday	8:45am - 4:30pm
Friday	8:45am - 4:00pm
Weekends and public holidays	Closed

Note: *The hours have been amended due to the COVID-19 pandemic*

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: 8am–4pm

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

Fees (2021)

Fees are payable on enrolment day as being mentioned of enrolment form. For the full fee schedule, please see the 'Fees' section at the end of this Handbook.

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 by the Kindergarten Teacher, usually once a term.

Contact

Mail: The Director, Etina Havea Kindergarten, Pacific Theological College, PMB, Suva.



Phone: 3311100; extension 159

Fax: 3301728

Email: kindergarten@ptc.ac.fj or info@ptc.ac.fj

Wolfgang Krüger 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, internet, and other computer related services. The Computer Centre has multiple desktop computers with access to the internet. The Computer Centre also provides WIFI access to students with laptops/smartphones/tablets to access their emails, internet, network file share and printer. 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 computers 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 TO 4.30PM

FRIDAY: 8.00AM TO 4PM

Students Have 24-Hour Access To The Lab

Jovili Meo Mission Centre

If you are hosting a conference, conducting a workshop or holding a meeting and trying to find an affordable conference venue, accommodation and catered meals, the Pacific Theological College has the pleasure to share that the Jovili Meo Mission Centre is available for hiring with affordable rates.

We have two spacious conference rooms seating 30 people each and can be combined to seat 60 plus. Accommodation is available in 14 double rooms (shared bathroom facilities) a VIP room and 12 Deluxe rooms (fully air-condition rooms with own bathroom facilities).



A spacious lounge and dining area can be hired for personal functions such as birthday parties or wedding reception.

There is a Quiet Room available for small group meetings and our kitchen is also available for hire if you are not hiring our caterers. Bed linens are provided including towels and the Centre also provides laundry and internet services.

Equipment such as Multimedia Projector, DVD Player, Sound System, are also available with affordable rates it is advisable that you inform the Centre of all the equipment you might require while confirming your bookings. A photocopier is also available at the Centre.

Tasty and healthy meals are provided at the Centre by our caterers and you can make your choices from our menu list when organizing your meeting.



For leisure, a tennis court, volley ball court and a soccer field are adjacent to the Centre for use and bookings for these facilities can be made with the Administration office at PTC. As for meditations, there is our PTC Chapel nearby and you can visit our PTC Library and bookshop that is all within our Administration building. Should you wish to hire our Mission Centre, please confirm bookings through our booking forms and

provide the office with all required information for your booking.

Listed below are the Centre's effective rates in Fiji dollar.

Accommodation

Double Room (14 rooms)	- \$90.00 (\$50.00 for Single) per night
VIP Room (1 room)	- \$110.00 per night
Deluxe Room (12 rooms)	- \$120.00 per night

Meals

Breakfast	- \$9.00 per head
Morning Tea	- \$7.00 per head
Lunch	- \$11.00 per head
Afternoon Tea	- \$7.00 per head
Dinner	- \$13.00 per head
Buffet	- \$15.00 per head

Conference Room Only (Inclusive of dining room & restrooms)

1day (for Talanoa I & Talanoa II)	- \$450.00
Half Day (for Talanoa I & Talanoa II)	- \$225.00
1day (for Talanoa I Only)	- \$300.00
Half Day (for Talanoa I)	- \$150.00

Quiet Room (for small group meetings only)

1 day	- \$80.00
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Lounge Hiring for Birthdays/Weddings etc

Half Day	- \$300.00 (lounge, tables & chairs)
1 Day	- \$500.00 (lounge, tables & chairs)

Kitchen Hire

1 Day	- \$150.00
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Equipment

Multimedia Projector	- \$ 120.00 per day
Sound System – (cable mics)	- \$75.00 per day
Sound System – (conference mics)	- \$15.00 per mic
Photocopying	- .15c per page

Internet/Email

- \$ 10.00 per individual per day
- \$20.00 per non residence group per day
- \$25.00 per residence group per day

Personal Laundry

1 Load (Washing)	- \$8.00
1 Load (Drying)	- \$8.00

For more information and bookings please contact:

Ms. Arieta Tirikula (JMMC Manager)

Telephone: (+679) 3311100; Ext: 114

Mobile: (+679) 9723811

Fax: (+679) 3301728

Email: jmmc@ptc.ac.fj / mission_centre@ymail.com

College Fees Schedule: 2022

Every effort has been made to ensure that the information contained in this Handbook is correct at the time of going to press. However, the College reserves the right to make corrections at any point.

The following tables list tuition and associated fees for students in different programmes.

A separate table at the end lists fees and allowance relating to living costs, which are always the same, regardless of the student's academic programme.

Please note that living allowances, and related costs are calculated on the basis of flat occupation for 42 weeks per year.

Abbreviations:

- **(p/c):** per standard 100 learning hour course;
- **(p/a)** per annum / year;
- **(p/m)** per month;
- **(p/h)** per hour;
- **(n.a.)** not applicable.

PHD STUDENT FEES 2022 (FIJI \$)

	Full-time, Residential Student (p/a) ²	Part-time students, usually non-residential ³	
Tuition fee	19,250.00	11,556.00	p/a
Library fee	935.00	495.00	p/a
Computer fee	655.00	352.00	p/a
Book allowance	1,540.00	optional	p/a
Research and Travel Fund Yr.1	4,400.00	optional	p/a
Research and Travel Fund Yr.2	4,400.00	optional	p/a
Medical fee	2,500.00	optional	p/a
SBA fee	45.00	22.00	p/a
Accommodation fee: 1 bdrm flat: 650.00 (p/m); 2 bdrm flat: 1,000.00 (p/m) (depending on family size)	7,800.00 / 12,000.00	n/a	p/a
Food allowance	4,287.00	n/a	p/a
Expense allowance	1,328.00	n/a	p/a

² The minimum duration of full-time studies for the PhD degree is three years. *However, many PhD students will need four, five, or even six years to complete the programme.*

³ The minimum study period for a part-time PhD student is five years, but it may take up to 8 years. The tuition fee for part-time PhD students is calculated on the basis of $3x/5=y$, where y is the annual part-time tuition fee, and x is the annual full-time tuition fee.

Settle-in allowance	1,100.00	optional	Yr. 1 only
Immigration Fee: application and issue (not for citizens of Fiji)	374.00	374.00	If required
Immigration fee: police clearance (not for citizens of Fiji)	171.00	171.00	If required
Registration fee (once)	110.00	110.00	Year 1 only
Thesis preparation fee: printing, binding, etc. (final year only)	1,100.00	1,100.00	Final Year only
Printing of presentations/drafts	220.00	220.00	p/a
PhD examination fee ⁴	11,000.00	11,000.00	Final Yr. only

The total amount charged 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. Fees, allowances, etc. for spouses & children are listed further below.

⁴ The PhD examination fee covers airfares, housing, meals and other expenses of the examiners and the College. If the full amount is not used, the remainder will be returned to the sponsor.

MTH STUDENT FEES 2022 (FIJI \$)			
	Full-time, Residential Student (p/a)⁵	Part-time students attending some courses on campus	
Tuition Fees	15,417.00	1,029.00	p/c
Library Fees	655.00	354.00	p/a
Computer Fees	655.00	354.00	p/a
Text Books	1,320.00	optional	
Research and Travel Fund	1,100.00	optional	
Medical fees	2,500.00	optional	
SBA Fees	45.00	22.00	p/a
Accommodation fee: 1 bdrm flat: 650.00 (p/m); 2 bdrm flat: 1,000.00 (p/m) (depending on family size)	7,800.00 / 12,000.00	n/a	
Food allowance	4,287.00	n/a	
Expense allowance	1,328.00	n/a	
Settle-in allowance	1,100.00	n/a	Yr.1 only

⁵ The minimum duration of full-time studies for the MTh degree is two years.

Immigration Fee: application and issue (not for citizens of Fiji)	374.00	If required	
Immigration fee: police clearance (not for citizens of Fiji)	171.00	If required	
Registration fee (once)	110.00	110.00	
Thesis preparation fee: printing, binding, etc. (final year only)	825.00	825.00	Final year
Printing of presentations / drafts	440.00	440.00	Final year

The total amount charged 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. Fees, allowances, etc. for spouses & children are listed further below

PGDIP STUDENT FEES 2022 (FIJI \$)			
	Full-time, Residential Student (p/a)⁶	Part-time students attending some courses on campus	
Tuition Fees	15,417.00	1,029.00	p/c
Library Fees	655.00	354.00	p/a
Computer Fees	655.00	354.00	p/a

⁶ The minimum duration of full-time studies for the PgDip is one year.

Text Books	1,320.00	optional	
Research and Travel Fund	1,100.00	optional	
Medical fees	2,500.00	optional	
SBA Fees	45.00	22.00	p/a
Accommodation fee: 1 bdrm flat: 650.00 (p/m); 2 bdrm flat: 1,000.00 (p/m) (depending on family size)	7,800.00 / 12,000.00	n/a	
Food allowance	4,287.00	n/a	
Expense allowance	1,328.00	n/a	
Settle-in allowance (Yr. 1 only)	1,100.00	n/a	Yr. 1 only
Immigration Fee: application and issue (not for citizens of Fiji)	374.00	If required	
Immigration fee: police clearance (not for citizens of Fiji)	171.00	If required	
Registration fee (once)	110.00	110.00	
Printing of presentations / drafts	440.00	440.00	

The total amount charged 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. Fees, allowances, etc. for spouses & children are listed further below.

BD (HONS) STUDENT FEES 2022 (FIJI \$)

BD Hons (36 Courses, incl. thesis)	Full-time, Residential Student (p/a) ⁷	Part-time student attending some courses on campus	
Tuition Fees	11,860.00	988.00	p/c
Library Fee	490.00	272.00	p/a
Computer Fee	655.00	354.00	p/a
Text Books	1,320.00	optional	
Medical fee	2,500.00	optional	
SBA Fee	45.00	22.00	p/a
Accommodation fee: 1 bdrm flat: 650.00 (p/m); 2 bdrm flat: 1,000.00 (p/m) (depending on family size)	7,800.00 / 12,000.00	n/a	
Food allowance	4,287.00	n/a	
Expense allowance	1,328.00	n/a	
Settle-in allowance (Yr. 1 only)	1,100.00	1,100.00	If required
Immigration Fee: application and issue (not for citizens of Fiji)	374.00	374.00	If required

⁷ The minimum duration of full-time studies for the BD (Hons) degree is three years.

Immigration fee: police clearance (not for citizens of Fiji)	171.00	171.00	If required
Registration fee (once)	110.00	110.00	
Thesis preparation fee: printing, binding, etc. (final year only)	440.00	440.00	
Printing of presentations / drafts (final year only)	110.00	110.00	

The total amount charged 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. Fees, allowances, etc. for spouses & children are listed further below

BD STUDENT FEES 2022 (FIJI \$)			
BD (28 courses)	Full-time / residential Student (p/a)	Part-time students attending some courses on campus	Extension Students (study only by extension: PTCEE)
Tuition Fees	9,224.00	988.00p/c	600 p/c
Library Fees	490.00	272.00p/a	55.00 p/a (optional)
Computer Fees	655.00	354.00p/a	55.00 p/a (optional)
Text Books	1,320.00	Optional	Not included in tuition fees
Medical Fees	2,500.00	Optional	n/a

SBA Fees	45.00	22.00	22.00 p/a (optional)
Accommodation fee: 1 bdrm flat: 650.00 (p/m); 2 bdrm flat: 1,000.00 (p/m) (depending on family size)	7,800.00 / 12,000.00	n/a	n/a
Food allowance	4,287.00	n/a	n/a
Expense allowance	1,328.00	n/a	n/a
Settle-in allowance (Yr. 1 only)	1,100.00		n/a
Immigration Fee: application and issue (not for citizens of Fiji)	374.00		If required
Immigration fee: police clearance (not for citizens of Fiji)	171.00		If required
Registration fee (once)	110.00		110.00

The total amount charged 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. Fees, allowances, etc. for spouses & children are listed further below.

**FEES AND ALLOWANCES (2022):
STUDENTS' SPOUSES & CHILDREN (FIJI \$)**

Spouse			
Tuition fee: WFDP	1,360.00		
Food allowance*	4,287.00		
Expense allowance*	1,328.00		
Immigration Fee: application (not for citizens of Fiji)	374.00		If required
Immigration fee: police clearance (not for citizens of Fiji)	171.00		If required
School Child (secondary school age, c. 14-20 years)			
Food allowance*	2,607.00		
Expense allowance*	990.00		
Immigration Fee: application & issue (not for citizens of Fiji)	374.00		If required
Immigration Fee: police clearance (if 18yrs and older)	171.00		If required
School Child (primary school age, c. 6-13 years)			
Food allowance*	2,607.00		
Expenses allowance*	990.00		

Immigration Fee: application & issue (not for citizens of Fiji)	374.00		If required
Pre-school Child (c. 0-6 years)			
Food allowance	2,170.00		
Expense allowance	990.00		
Kindergarten & Nursery fees: enrolment & levy	55.00		
Nursery fees per term	1,000		
Kindergarten fees: Half day fee for a full year	1,074.00		
Kindergarten fees: Full day fee for a full year	1,932.00		
Immigration Fee: application (not for citizens of Fiji)	220.00		if required

*Expense Allowances - 10 Months – February to November

*Food Allowances – 10 Months – February to November - 21 Fortnights. *The total amount charged 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.*

Every effort has been made to ensure that the information contained in this Handbook is correct at the time of going to press. However, the College reserves the right to make corrections at any point.

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 1,245.00
- For Students from outside the Pacific Region FJD 6,958.00

(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 72.00

Additional Curriculum Fees (compulsory for identified students):

- Remedial English Course FJD 127.00 (per half semester)

Audit Courses:

- Auditing any BD courses FJD 253.00 (per audit course)

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

- Part-time tuition fee for BD Hons. Thesis FJD 792.00 (per half semester, as per above break-down)

Thesis Supervision (applied to PhD students only):

- Part-time supervisory session fee for PhD. Thesis FJD 55.00 (per hour) (as per above break-down)

Thesis Supervision (applied to MTh students only):

- Part-time supervisory session fee for MTh. Thesis FJD 50.00 (per hour)

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 42 weeks of the academic year. A charge based on one forty-secondth (1/42) 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.

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STUDENT LIST – 2022

DOCTORAL PROGRAMME

NAME	CHURCH DENOMINATION	COUNTRY
Nicodemus Sopepa	EKT	Fiji
Siu Vaifale	CCCS	Samoa
Taniela Balenaikorodawa	MCFR	Fiji
Marc Pohue	EPM	Tahiti
Fox Mark (off-shore)	ACOM	Solomon Island
Stephen Kapu	ACOM	Solomon Island
Piula Samuela	MCS	Samoa
Geraldine V. Wiliame	MCFR	Fiji
loelu Onesemo	CCCAS	American Samoa
Ashley Ngira	UCSI	Solomon Island
Isoa Vatanitawake	MCFR	Fiji
Fatilua Fatilua	CCCS	Samoa
Marika Baleidelabaci	MCFR	Fiji
John S. Hinge	ACOM	Vanuatu
Halamalu T. Ma'asi,	FWCT	Tonga
Taniela Ratawa	MCFR	Fiji
Leinamau Seru	PCV	Vanuatu

MASTER OF THEOLOGY
SECOND YEAR

Biblical Studies

Susana Cokanauto (OT)	MCF	Fiji
Timote H.H. K. Folau (NT)	FWCT	Tonga
Miliakere Oli (NT)	ADOP	Fiji

Theology & Ethics

Tomu Asioli	ADOP	Fiji
Nenase V.F. Kavafolau	FWCT	Tonga
Lewis lotua Tutairi	EPM	Tahiti
Albert Seluka	EKT	Tuvalu

Church History

Tevita T. M. Taka	FWCT	Tonga
Poutoa Leituala (off-shore)	CCCAS	American Samoa

Church Ministry

Wilfred Kekea	ACOM	Solomon Island
Daphney L. Kiki	ELCPNG	Papua New Guinea
Saiasi Kawa	MCF	Fiji

POSTGRADUATE DIPLOMA IN THEOLOGICAL
STUDIES

Coleridge P Haiparo (NT)	ACOM	Solomon Island
Meerie Iaabeti (OT)	KUC	Kiribati
Taabuto Iaabeti (CM)	KUC	Kiribati
Alfred Orudiana (OT)	ACOM	Solomon Island
Terikata Teikabua (TE-p/t)	MCFR	Fiji
Tevita Okusi (BS)	FWCT	Tonga
'Aisea Vaomotou (CM)	FWCT	Tonga

BACHELOR OF DIVINITY
(Hons/Ordinary)

YEAR FOUR

Jiare H. Viliame	MCF	Fiji

YEAR TWO

Samuel Sokeni	UCSI	Solomon Island

**BD BY PTC EXTENSION EDUCATION
PTCEE**

Sagaga Safega	EKT	Tuvalu
Tupou Numela	EKT	Tuvalu
KilioniTuitubou	MCFR	Fiji
Ben Tosiro	ACOM	Vanuatu
IlikenaTomasi	MCFR	Fiji
Fane Lino	EDOH	Hawaii
Jone Saraqia	MCFR	Fiji
Iliesa Draunidalo	MCFR	Fiji
Anthony K Maelasi	ACOM	Solomon Island
Peni Tawake	MCFR	Fiji
Esala Nacuva	MCFR	Fiji
Teari Karibarenga	KUC	Kiribati
Logologo Asotasi	SWC	Samoa

WOMEN'S FELLOWSHIP DEVELOPMENT PROGRAMME

Marion D. Kapu	ACOM	Solomon Island
Elizabeth Samuelu	MCS	Samoa
Evelyn P Bale	MCFR	Fiji

ABBREVIATIONS

ACOM	Anglican Church of Melanesia
ADOP	Anglican Diocese of Polynesia
CCCAS	Congregational Christian Church, American Samoa
CCCS	Congregational Christian Church, Samoa
EDOH	Episcopal Diocese of Hawaii
EKT	Ekalesia Kelisiano Tuvalu
EPM	Etaretia Porotetani Maohi
ELCPNG	Evangelical Lutheran Church of Papua New Guinea
KUC	Kiribati Uniting Church
MCFR	Methodist Church in Fiji & Rotuma
MCS	Methodist Church, Samoa

