

:PROSPECTUS



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:ABOUT CITIPOINTE CHURCH



From our Senior Pastors

God has given us a unique opportunity to impact our world if we are willing to take up the challenge and go to the next level. It is for this reason that I am excited about training for this generation.

Genuine success from God's point of view is rooted in what God calls us to be and in what God sets as the goals for our lives. Success is in our relationships, in our character, with our finances and in our service to Him and all this stems out of who we are in Him. It is the continuing process of becoming the person God wants you to be and accomplishing the goals He has helped you set.

As the Senior Pastor of Citipointe Church and the President of the Citipointe Ministry College, my staff and I are **committed** to helping you succeed in your personal, business, and ministry life. I am confident that your time with us will be **rewarding, fruitful and challenging**. Your life can and should impact our generation.

There has never been a more significant time for realizing God's plan for our life. Let us prepare for success together. Our greatest days, both yours and mine, are yet to come. **Let's be equipped to go and live them!**



Pastors Mark and Leigh Ramsey

President Citipointe Ministry College
Senior Pastors Citipointe COC

“Genuine success from God's point of view is rooted in what God calls us to be and in what God sets as the goals for our lives.”

COC History

From the earliest beginnings Christian Outreach Centre has been concerned with winning people to Christ. Founded in Brisbane in 1974, Christian Outreach Centre has witnessed the grace of God in growth. From a small meeting of 25 people to a movement of more than 1000 churches across 40 nations worldwide.

At Citipointe Church each day, more than 5,000 people work, worship, study or play, ranging from daycare to retirement. With its fast growing congregation, vibrant worship, dynamic preaching, excellent pastoral care and rich community life, the Church offers unlimited scope for training.

Set over 90 acres of native Australian bush land, the campus offers an ideal environment of tranquility and beauty, just 6km from the heart of the city. Local shopping centres, banks and cinema complexes and most modern conveniences are within easy reach, including access to major north and south bound expressways and beautiful coastal regions.

Being apart of a large thriving local church helps keep the cutting edge to our studies. Whether in the lecture room, fieldwork or the real world, we are more concerned with challenging your development than just teaching subjects.



An Active Church

Citipointe Church is an active church that undertakes a large number of ministry and support programs both within the church and throughout the community. These include:

- Business
- Community
 - Citipointe Care
 - Red Frogs
- Connect Groups
- Creative Ministries
- International Care & Aid
 - SHE Rescue Home
 - Vanuatu
- Citikidz
- Mandarin Service
- Men
- Prayer
- Seniors
- Service Teams
- Afrikaans Service
- Women
- Young Adults
- Youth
- Citipointe Christian College
- Citipointe Christian International College
- Christian Heritage College
- Citipointe Childcare
- Citipointe Music
 - Citipointe Live
 - Citikidz

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:CONTACT

For further information contact CMC during business hours. (8:30am - 5:00pm EST)

Call: +61 7 3343 8888

Email: cmc@citipointechurch.com

Web: citipointechurch.com/cmc

A DESTINY, A DECISION & A POSITION

You have felt the inner prompting that emerges from within. A voice from God's heart to yours... beckoning you to fulfill His call. You know it's Him - undeniably Him. You can imagine this "God-ordained" destiny and you can sense a future captured by the power of God. Your inner world of potential reveals what is possible and what should be, but the question arises - How? ... The desire is there. The will is there. But how does it become real?

Your life is now intersected with a decision...a decision to rise above the status quo of life. A decision to go beyond desire and into achieving destiny. A decision to apprehend what God has apprehended you for. A decision to let the world see and experience what has been placed in your heart and life. A decision that will change the course of history - your history and the history of others. The journey commences as you position yourself in a place of change and development. A position set apart from your

present reality into a place of committed preparation. A position that will shape your outer world to the image and vision of the inner. A position that will encounter God, His ways and His transforming power.

Let me encourage you that today will be the day that you decide to pursue the call. A day to set yourself apart to be prepared and developed. A day to position yourself in a place where desire becomes reality and your life fulfills its meaning.



**Pastor
Brian Mulheran**

Principal Citipointe Ministry College
Dean of the School of Ministries of
Christian Heritage College



Our Staff

Citipointe's broad involvement in the community has produced a team of dedicated and experienced leaders who can input significantly into the lives of students. College staff are selected on the basis of Christian commitment and character, appropriate academic and professional qualifications, experience and ministry gifts. They are friendly, caring, approachable people with a deep concern for the personal and professional growth of their students. As a teaching staff, we recognise the power of the students' personal experience in bringing lasting growth and power to their lives. Learning through a healthy balance of academic and practical hands-on experience are our priorities. Seeing our students put into practice the many principles of successful ministry and life gives us the greatest sense of fulfillment.

Our Mission

We are committed to providing a learning environment for our students which fosters:

Contagious Spirit Life, Practical Ministry Experience, and Revelatory Research Knowledge.

We will achieve this by:

- Providing a range of study programs which prepare potential ministry to fulfill a wide range of needs in the local church and wider community;
- Training and sending out Spirit-empowered ministers who will endeavour to keep the unity of the faith and a love for all believers regardless of denomination, gender, race or culture;
- Imparting Godly knowledge and developing the character of students toward Christ-likeness;
- Promoting the ministry of the Holy Spirit and the development of the fruit and gifts of the Spirit in the student's lives;
- Imparting both a love of the Bible and a spirit of revelation and understanding of God's Word;
- Assisting students to identify and respond to the call of God in order to fulfill God's purpose for their lives;
- Providing opportunities for practical ministry so that students may prove themselves and develop their ministries, thereby qualifying themselves for Christian service;
- Providing further in-service education for pastors and other ministries.

Our Programs

All of our courses have a strong focus on both ministry and theology. Our desire is to produce effective Christian workers and leaders to fulfil the call of God that is upon their lives. Our programs address the many challenges that face Christian leaders in the world today. Students have the opportunity to develop their spiritual gifts, skills and character through specialised workshop-based training programs. A balanced combination of practical and academic programs ensures that a sound foundation is built from the beginning.

Citipointe Ministry College operates as the School of Ministries of Christian Heritage College. Our Diploma, Bachelor and Postgraduate programs are accredited with the Queensland Minister for Education, and are awards of Christian Heritage College, which are recognised nationally and internationally.

“ A day to set yourself apart to be prepared and developed. A day to position yourself in a place where desire becomes reality and your life fulfills its meaning. ”



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“ Since completing my degree through CMC I’ve been able to apply what I learned in a range of ministry and personal areas. My course built solid foundations to tackle 14 years of youth ministry which included helping to pioneer Red Frogs in 2 unis and 2 schoolies zones, 4 years as QLD Alliance director, school chaplaincy and a successful youth and community service on the Sunshine Coast.

I’m now the senior pastor of Goodlife Church in Newcastle and continue to apply the lessons learnt at CMC through everyday life and ministry. I recommend CMC to anyone serious about their life in God, their ministry in the market place, in the church or the community ”



Associate Diploma of Ministry Studies

Dave Connett
Senior Pastor



Graduate Diploma in Ministry Studies

Lucy Fisher
Community Services Coordinator

“ I obeyed the call to study at CMC in 2007 as a part time post-graduate student, igniting a passion for community work. As a volunteer with Citipointe’s Community Care, I co-facilitated programs to demonstrate the love of God through assisting the homeless and struggling families.

With my growing passion and teaching background I became involved in a World Vision mentoring program for “children at risk”. I currently work as the Kids Hope Coordinator for Citipointe and am endeavouring to work with World Vision’s Kids Hope Australia in a wider capacity within Queensland. My studies equipped me to move forward in fulfilling this call of God for my life. ”

:TESTIMONIALS

“ Attending Citipointe Ministry College turned out to be one of the most life altering decisions I’ve ever made. It opened the doors to my destiny and built within me strong christian foundations. It gave me the training to effectively lead and minister to others in my local church and around the world. I highly recommend Citipointe Ministry College to anyone keen to go to the next level!



Diploma of Ministry

Aaron Lucas
Worship Pastor



Associate Diploma of Ministry Studies

Lance Warcon
Senior Pastor

“ “ As I write this, I am about to pioneer a church in Yeppoon in Central Queensland. I have no doubt in my mind that attending and applying myself to Citipointe Ministry College has played an integral part in positioning and equipping myself for the purpose of God on my life.

At CMC I have learnt the skills that are required to be an effective leader, a clear communicator and to be a holistic Christian. I recommend CMC to church and business leaders and those wanting to get more out of their Christianity. Thank you CMC for believing in me and bringing out my best. ”

DIPLOMA of MINISTRY STUDIES

The course offers opportunity for students to begin preparing for evangelical/charismatic Christian Ministry and leadership, and prepares students for ancillary ministry and vocational roles, which require the integrating of biblical and theological knowledge with the practice of ministry.

The Diploma of Ministry Studies is a one year full time course or equivalent structured to accommodate a range of students who desire initial studies at degree level as preparation for either further study in another course or as foundational for their ministry calling. It is the first year of the Bachelor of Ministry.

Students, who while undertaking the Bachelor of Ministry re-evaluate their personal suitability and readiness for ministry, are also provided with an exit point through the Diploma of Ministry Studies. People with life or ministry experience are given an opportunity to gain formal qualifications for ministry in the church and the wider society.

This introductory eight unit award at Bachelor level allows an avenue for candidates from within the Christian Outreach Centre Movement to meet the mandatory requirements of the movement for ordination and to also receive an intermediate award which recognises their studies.

The Diploma of Ministry Studies is awarded by Christian Heritage College (CHC) and is accredited by the Queensland Minister of Education and Training as equivalent in standard to university programs, and is recognised both nationally and overseas. CHC is approved as a Higher Education Provider with the Australian Government.

Entry Requirements

Educational qualifications

To qualify for entry to the Diploma of Ministry Studies, applicants must have successfully completed Year 12 studies and earned the Queensland Certificate of Education, (or equivalent). It is assumed that applicants have a minimum grade of Sound Achievement (SA - QSA), or equivalent, in English.

Personal suitability

Since scholastic achievement is not the sole requirement in ministry, additional factors are considered in assessing applicants' suitability for entry into the course.

Applicants are asked to submit a personal statement outlining their Christian experience, their understanding of their call to ministry and reasons for seeking to enter the course. Students are also expected to provide, through a pastoral and other reference, evidence of aptitude and potential for ministry service in terms of temperament, personal qualities, interests and attitude. An interview with the Course Coordinator will also be conducted with individual applicants.

The criteria against which an applicant's personal suitability for entry to the Diploma of Ministry Studies is assessed are:

- Recommendation by the applicant's local church Pastor/Minister;
- Personal alignment with the doctrinal values within the evangelical/charismatic tradition, as expressed in the Citipointe Ministry College Statement of Faith or the applicants own denomination's Statement of Faith; and

:COURSES

- Agreement to adhere to the Citipointe Ministry College Code of Ministry Ethics.

These criteria are assessed through the triangulation of information collected through each applicant's personal statement, pastoral referee report and interview.

English language proficiency

Applicants for whom English is not their first language must provide certified documentary evidence that:

- a) their secondary schooling, or tertiary studies of at least one year, was conducted in the English language; or
- b) they have satisfactory results in an acceptable English Language Proficiency examination (see website for details). This test must have been conducted less than two years prior to application.

Modes of Study

The Diploma of Ministry Studies can be studied by either;

- Full Time
- Part Time
- Internal Studies
- External Studies
- Audit

Transfer of Credit

Applicants who have completed previous tertiary study in relevant areas may apply for transfer of credit towards the Diploma of Ministry Studies.

More Information

Enquires into course information can be made by contacting CMC during business hours.

Call +61 7 3343 8888
Email: cmc@citipointechurch.com
Web: citipointechurch.com/cmc

List of Units

Diploma of Ministry Studies (MS03)

FIELD A

Ministry Foundations

- JA101 Biblical Interpretation and Application
- JA102 Biblical Studies in the Old Testament
- JA103 Biblical Studies in the New Testament

- JA104 Cornerstones for Ministry
- JA105 History of Christian Thought and its Practice

FIELD B

Ministry Formation

- JB101 Spiritual Formation
- JB102 Reflections in Theology
- JB103 Ministry Formation

Admission Procedure

Domestic Students (Australian residents): Your application for study in this undergraduate course must be submitted through QTAC (Queensland Tertiary Admissions Centre). Go to www.qtac.edu.au for application, open and closing dates.

Overseas students (Non-Australian residents): Please contact Citipointe Ministry College citipointechurch.com/cmc or Christian Heritage College www.chc.edu.au for information on admission procedures.



Diploma of Ministry Studies

Rachel Smith
Assistant Pastor

“Several years ago God redirected me to CMC, and because of that I will never be the same. The staff believed in the call on my life when I was reluctant to believe. I would never have thought that as I sat in those classes God was equipping me to spend a season in Cambodia running the SHE Rescue Home, such an amazing opportunity to minister into these young girls lives and see them transformed as they meet their Saviour and now they know they have a hope and future.

A statement I will never forget from CMC is 'Charisma will get you to the top, but Character will keep you there.' This has put such a passion in my life to live in a way that my character will outshine my 'charisma' (my gifts), so I can influence my world for good and for God.”

DIPLOMA of MINISTRY- SOCIAL JUSTICE

“The only thing necessary for evil to triumph is for good men to do nothing” (Edmund Burke). Or, as Jesus put it, “Our love is not to be just words or mere talk, but something real and active” (Jn.3:18).

At the core of the Christian justice agenda is love and service in the name of God – an agenda which is initiated by God Himself.

Indeed the theme of justice runs throughout the biblical witness of God’s encounter with His creation.

It speaks of a deep compassion for justice in the Creator’s agenda for communal life - a life enriched by the values of compassion, mercy, forgiveness and reconciliation. What a great foundation for a course on social justice!

The Diploma of Ministry - Social Justice is designed to give opportunity for people to begin preparing for evangelical/charismatic Christian ministry in social justice and leadership. It provides initial studies at degree level as foundational for those students who believe they have a ministry calling within the area of social justice, or as preparation for further study.

The course introduces students to a theology of social justice as well as strategies for social change. A better understanding of the interrelationship between theology and practice will be developed, as well as the ability to critically reflect upon our roles in furthering the goal of social justice both in the church and in the wider community.

We begin by looking at some major theories for the meaning of “justice” and seek to develop some ideas about what “social justice” is from a Christian perspective. It also seeks to develop a comprehensive, faith-based theo-ethic of

justice that will contribute to the practice of justice. Finally, some key themes in social justice are addressed, such as class, gender inequality, poverty, international justice and the distribution of scarce resources.

The opportunity to engage in preparation for either a local cross-cultural or overseas social action experience within practical operations affiliated with the School of Ministries will be facilitated.

Students who complete the Diploma of Ministry - Social Justice may later enrol in the Bachelor of Ministry degree.

Christian Heritage College regards the Bible as the final referent particularly as it applies to defining and shaping Christian ministry. In the light of this distinctive orientation, the personal, theological and ministry dimensions of the course are integrated under the authority of Scripture as the revelation of God developed within theological reflection arising from Scripture and applied in ministry and mission.

This course is consistent with CHC’s mission of ‘Transforming people to transform their world’.

The Diploma of Ministry – Social Justice is awarded by Christian Heritage College, and is accredited by the Queensland Minister for Education and Training and equivalent in standard to university programs, and is recognised both nationally and overseas. CHC is approved as a Higher Education Provider with the Australian Government.

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ENTRY REQUIREMENTS

Educational qualifications

Successfully completed Year 12 studies and earned the Queensland Certificate of Education, or equivalent.

Personal suitability

- A personal statement outlining their Christian experience,
- A pastoral and other reference, evidence of aptitude and potential for ministry service in terms of temperament, personal qualities, interests and attitude.
- A Qld Suitability (Blue) Card
- Personal alignment with the doctrinal values within the evangelical/charismatic tradition, as expressed in the Citipointe Ministry College Statement of Faith or the applicants own denominations Statement of Faith; and
- Agreement to adhere to the Citipointe Ministry College Code of Ministry Ethics.

English language proficiency

Applicants for whom English is not their first language must provide certified documentary evidence that:

- a) their secondary schooling, or tertiary studies of at least one year, was conducted in the English language; or
- b) they have satisfactory results in an acceptable English Language Proficiency examination (see website for details). This test must have been conducted less than two years prior to application to CHC.

Modes of Study

The Diploma of Ministry – Social Justice can be studied by either;

- Full Time
- Part Time
- Internal Studies
- External Studies
- Audit

TRANSFER OF CREDIT

Applicants who have completed previous tertiary study in relevant areas may apply for transfer of credit toward the degree.

MORE INFORMATION

Enquiries into course information can be made by contacting CMC during business hours.

Call +61 7 3343 8888

Email: cmc@citipointechurch.com

Web: citipointechurch.com/cmc

LIST OF UNITS

Diploma of Ministry - Social Justice (MS06)

FIELD A

Ministry Foundations

JA106 History of Christian Thought on Social Justice

FIELD B

Ministry Formation

JB110 Understanding Social Justice within Mission

FIELD C

Ministry Practice

JC251 Practicum 1

JC255 Practicum SJ

Elective Units

FIELD C

JC202 Leadership for Life and Ministry

JC210 Effective Teams

JC214 Ministry and Organisational Management

JC215 The Church in Mission

JC216 Cross Cultural Evangelism

JC217 Social Justice and the Local Church

JC218 Building Community

Admission Procedure

Applications in the Diploma of Ministry – Social Justice must be submitted direct to Christian Heritage College.

You can complete an Application form online or download an Application from the Christian Heritage College website: www.chc.edu.au, contact us direct on ph: (07) 3343 8888, or email: cmc@citipointechurch.com.

BACHELOR of MINISTRY

The Bachelor of Ministry provides an initial professional award for Christian ministry and leadership. Students gain a broad understanding of ministry in order to prepare them to fulfil a variety of full-time ministry roles within various fields including local churches, missions, social justice and wider society from an Evangelical/Charismatic perspective.

This award provides students with biblical, theological and ministry knowledge together with their fundamental principles and tenets. It develops students' academic skills for lifelong learning and is designed to equip students with the practical skills to function effectively in a professional ministry context. Students will further be provided the opportunity to engage in practical ministry experience through practicum placements in suitable and relevant ministry areas.

The course also equips the student with general professional knowledge and a number of skills suitable for a wide variety of vocations. These include critical thinking, data analysis, interpersonal relationships, ethics and compliance, personal development practices, action and reflection processes, working within teams, personal-disciplines and management, leadership and organisational management, and life-long study skills.

The course is structured into three fields of study to provide an appropriate framework for professional ministry education: Ministry Foundations; Ministry Formation and Ministry Practice.

- **Field A – Ministry Foundations.** This field seeks to provide the student with the necessary foundational knowledge of Scripture together with the critical

thinking and hermeneutical skills to continue to explore and evaluate the plethora of knowledge increasingly available in this age of information as well as the diversity encountered in an increasingly complex multi-cultural context.

- **Field B – Ministry Formation.** This field seeks to provide the student with personal, theological, ethical and legislative formation to underpin Ministry Practice.
- **Field C – Ministry Practice.** This field seeks to provide the student with core ministry skills leading to the development of the student in specific areas of ministry practice.

The Bachelor of Ministry has two related programs:

Diploma of Ministry Studies
Diploma of Ministry - Social Justice

Both are one year full-time equivalent programs.

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Entry Requirements

Educational qualifications

To qualify for entry to the Bachelor of Ministry, applicants must have successfully completed Year 12 studies and earned the Queensland Certificate of Education, or equivalent. It is assumed that applicants have a minimum grade of Sound Achievement (SA - QSA), or equivalent, in English.

Personal suitability

Since scholastic achievement is not the sole requirement in ministry, additional factors are considered in assessing applicants' suitability for entry into the course.

Applicants are asked to submit a personal statement outlining their Christian experience, their understanding of their call to ministry and reasons for seeking to enter the course.

Students are also expected to provide, through a pastoral and other reference, evidence of aptitude and potential for ministry service in terms of temperament, personal qualities, interests and attitude. An interview with the Course Coordinator will also be conducted with individual applicants.

The criteria against which an applicant's personal suitability for entry to the Bachelor of Ministry is assessed are:

- Ability to procure a Blue Card;
- Recommendation by the applicant's local church Pastor/Minister;
- Personal alignment with the doctrinal values within the evangelical/charismatic tradition, as expressed in the Citipointe Ministry College Statement of Faith or the applicant's own denominations Statement of Faith; and
- Agreement to adhere to the Citipointe Ministry College Code of Ministry Ethics.

These criteria are assessed through the triangulation of information collected through each applicant's personal statement, pastoral referee report and interview.

English language proficiency

Applicants for whom English is not their first language must provide certified documentary evidence that:

- a) their secondary schooling, or tertiary studies of at least one year, was conducted in the English language; or
- b) they have satisfactory results in an acceptable English Language Proficiency examination (see website for details). This test must have been conducted less than two years prior to application to CHC.

Modes of Study

The Bachelor of Ministry can be studied by either:

- Full time
- Part time
- Internal Studies
- External Studies
- Audit

Transfer of Credit

Applicants who have completed previous tertiary study in relevant areas may apply for transfer of credit towards the Bachelor of Ministry.

More information

Enquiries into course information can be made by contacting CMC during business hours.

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Web: citipointechurch.com/cmc

List of Units

Bachelor of Ministry (MS11)

FIELD A

Ministry Foundations

- JA101 Biblical Interpretation and Application
- JA102 Biblical Studies in the Old Testament
- JA103 Biblical Studies in the New Testament
- JA104 Cornerstones for Ministry
- JA105 History of Christian Thought and its Practice

FIELD B

Ministry Formation

- JB101 Spiritual Formation
- JB102 Reflections in Theology
- JB103 Ministry Formation
- JB201 A Biblical Understanding of the Church
- JB202 Contemporary Ethics and Compliance

FIELD C**Ministry Practice**

JC200 The Holy Spirit in Ministry
 JC201 Relationships and Communication in Ministry
 JC202 Leadership for Life and Ministry
 JC251 Practicum 1
 JC252 Practicum 2
 JC253 Practicum 3
 JC354 Practicum 4
 JC390 Independent Study

ELECTIVE UNITS**FIELD B**

JB110 Understanding Social Justice within Mission
 JB210 Sociology for Ministry
 JB211 Reflections on Biblical Leadership
 JB213 Toward a Christian Worldview for Ministry
 JB214 Jesus - His Life and Ministry
 JB215 Paul - His Life and Theology
 JB216 Major Themes of Luke-Acts
 JB217 Major Themes of the Old Testament
 JB218 Movements of the Spirit through History
 JB219 Directed Study
 JB319 Advanced Directed Study

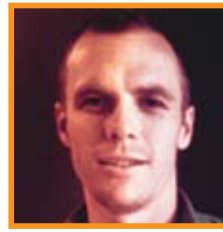
FIELD C

JC210 Effective Teams
 JC211 Engaging in Discipleship
 JC212 Engaging in Pastoral Care
 JC213 Contemporary Preaching
 JC214 Ministry and Organisational Management
 JC215 The Church in Mission
 JC216 Cross-cultural Evangelism
 JC217 Social Justice and the Local Church
 JC218 Building Community
 JC219 Directed Study
 JC319 Advanced Directed Study

Admission Procedure

Domestic Students (Australian residents): Your application for study in this undergraduate course must be submitted through QTAC (Queensland Tertiary Admissions Centre). Go to www.qtac.edu.au for application, open and closing dates.

Overseas students (Non-Australian residents): Please contact Citipointe Ministry College citipointechurch.com/cmc or Christian Heritage College www.chc.edu.au for information on admission procedures.



Bachelor of
 Ministry

Mark Grainger
 Teacher

“ My studies at Citipointe Ministry College provided me with a significant time to consider and evaluate my Christian beliefs under the guidance of well-informed and godly lecturers. The strengthening and transformation of my beliefs that took place during the time of my studies has empowered me to be an influential Christian in all spheres of life. While my studies had undoubted benefits to my involvement in Church ministry it also provided me with a great platform from which to launch into the ministry of everyday life. ”



Bachelor of
 Ministry

Cecily Brenton
 Missionary

“ Enrolling in the Bachelor of Ministry as a mature aged student was my first degree since high school, and though I found studying difficult at times, I loved the research, assignments, tutorials and practicums.

Since graduating in 1998, I have completed a linguistic course at SIL in Melbourne, and for the past 10 years have been living in the diverse cultural influences of Papua New Guinea to help raise a God awareness and support for the work with grass roots folk. At the age of 67, and in spite of my medical condition, God is sufficient for all my needs, as I continue to follow Him along the path that leads me Home. ”

GRADUATE CERTIFICATE in MINISTRY STUDIES

GRADUATE DIPLOMA in MINISTRY STUDIES

Many Christians choose care-based professions that they consider to be their ministry in society. Others may be reassessing their profession and are seeking an introduction to vocational knowledge and skills in a new professional area. These innovative graduate programs provide the opportunity to develop vocational knowledge and skills in a new professional area, which could be within an evangelical/charismatic ministry setting or leadership position.

The Graduate Certificate and Graduate Diploma in Ministry Studies both afford students a foundational grounding in the discipline of Ministry Studies for their on-going personal and professional development, and opportunity to receive a qualification in the area of Ministry Studies for other professional fields.

The programs provide foundational studies in ministry at graduate level for those with previous academic studies at bachelor level (or equivalent) in other fields of study.

Graduate Certificate in Ministry Studies (40cp)

The Graduate Certificate in Ministry Studies requires students to complete 4 units of study each carrying 10 credit points. Students are introduced to the core elements of Christian ministry studies. Although it stands as a complete award in itself, it is also nested within the Graduate Diploma in Ministry Studies.

Graduate Diploma in Ministry Studies (80cp)

The degree includes and builds on the Graduate Certificate in Ministry Studies with students required to complete a further 4 units of study.

The Graduate Diploma in Ministry Studies further introduces students to the core elements of the practice of Christian ministry such as: foundational aspects of the Bible and Christian belief and practice; identify and appraise spiritual giftings for ministry; the interface of theory and practice in

ministry; and the work of the Holy Spirit in their personal spiritual formation and for Spirit-empowered ministry.

The Graduate Certificate and Graduate Diploma in Ministry Studies are awarded by Christian Heritage College, and is accredited by the Queensland Minister for Education and Training and equivalent in standard to university programs, and is recognised both nationally and overseas. CHC is approved as a Higher Education Provider with the Australian Government.

The courses are structured around three fields of study
FIELD A Ministry Foundations
FIELD B Ministry Formation
FIELD C Ministry Practice

Entry Requirements

Educational qualifications

To qualify for entry to the Graduate Certificate in Ministry Studies or the Graduate Diploma in Ministry Studies, applicants must have successfully completed an undergraduate degree in a field other than Ministry, or equivalent.

Personal suitability

Since scholastic achievement is not the sole requirement in ministry, additional factors are considered in assessing applicants' suitability for entry into the course.

Applicants are asked to submit a personal statement outlining their Christian experience, their understanding of their call to ministry and reasons for seeking to enter the course. Students are also expected to provide, through a pastoral and other reference, evidence of aptitude and potential for ministry service in terms of temperament,

personal qualities, interests and attitude. An interview with the Course Coordinator will also be conducted with individual applicants.

The criteria against which an applicant's personal suitability for entry to the Graduate Certificate in Ministry Studies is assessed are:

- Recommendation by the applicant's local church Pastor/Minister;
- Personal alignment with the doctrinal values within the evangelical/charismatic tradition, as expressed in the Citipointe Ministry College Statement of Faith or the applicant's own denominational Statement of Faith; and
- Agreement to adhere to the Citipointe Ministry College Code of Ministry Ethics.

These criteria are assessed through the triangulation of information collected through each applicant's personal statement, pastoral referee report and interview.

English language proficiency

Applicants for whom English is not their first language must provide certified documentary evidence that:

- a) their secondary schooling, or tertiary studies of at least one year, was conducted in the English language; or
- b) they have satisfactory results in an acceptable English Language Proficiency examination (see website for details). This test must have been conducted less than two years prior to application to CHC.

Modes of Study

The Graduate programs can be studied by either:

- Full time
- Part time
- Internal Studies
- External Studies
- Audit

Transfer of Credit

Applicants who have completed previous tertiary study in relevant areas may apply for transfer of credit towards the Graduate Certificate or Graduate Diploma of Ministry Studies.

More Information

Enquiries into course information can be made by contacting CMC during business hours.

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List of Units

Graduate Certificate in Ministry Studies (MS41)

FIELD A

Ministry Foundations

JA401 Biblical Interpretation and Application
JA403 Biblical Studies in the New Testament
JA404 Cornerstones for Ministry

FIELD B

Ministry Formation

JB401 Spiritual Formation

Graduate Diploma in Ministry Studies (MS42)

FIELD A

Ministry Foundations

JA401 Biblical Interpretation and Application
JA403 Biblical Studies in the New Testament
JA404 Cornerstones for Ministry

FIELD B

Ministry Formation

JB401 Spiritual Formation
JB402 Reflections in Theology
JB403 Ministry Formation

ELECTIVES

FIELD A

JA402 Biblical Studies in the Old Testament
JA405 History of Christian Thought and It's Practice

FIELD C

JC490 Independent Study

Admission Procedure

Applications in these postgraduate courses must be submitted direct to Christian Heritage College.

You can complete an Application form online or download an Application from the Christian Heritage College website: www.chc.edu.au, contact us direct on ph: (07) 3343 8888, or email: cmc@citipointechurch.com.

Applications will need to include certified copies of all official academic transcripts, showing all courses previously undertaken and awards granted.



:EXTERNAL STUDIES & FAQ

External Studies

All courses available through Citipointe Ministry College can be studied full time or part time in external mode. Students can adapt their enrolment load to suit their needs by also studying in multi mode. This means you may study some units externally (off-campus) and others internally (on-campus).

Materials for studying units externally are designed for self-directed learning by the student, generally without on-campus attendance. Studying externally (off-campus) will require independent study from home, using the materials provided by the College, purchased textbooks and additional research undertaken by the student. All external students will have access to the same resources as internal (on-campus) students in written form.

The Diploma of Ministry Studies, Diploma of Ministry - Social Justice, Bachelor of Ministry and the Graduate Certificate and Graduate Diploma in Ministry Studies are awards of Christian Heritage College, and are accredited by the Queensland Minister for Education and Training as equivalent in standard to university programs, and are recognised both nationally and overseas. CHC is also approved as a higher education provider with the Australian government.

FAQ

When Can I Enrol?

Students desiring to enrol in External Studies need to enrol prior to start of semester. Please visit the CHC website (www.chc.edu.au) or contact the College for submission closing dates and further details.

Is my unit available for study online?

No. The units offered through Citipointe Ministry College are not available for study online; however the enrolled student will be provided access to Moodle as an online learning support tool for additional information and discussions as they become available.

As an external student can I study by audit?

No. Study via audit is only available for Internal (on-campus) students.

As an External student am I allowed to attend classes?

You may be permitted to attend a small percentage of classes, however this will be at the discretion of the College's Board of Studies. Please contact the College's External Studies Coordinator to make application on your behalf to the Board of Studies.

How long can I take to complete my course or unit?

A three (3) year full time degree can be completed over a period of ten (10) years if required. However, students must complete each unit within the semester in which they are enrolled.

When do I receive my unit materials?

Unit Materials for External Studies are dispatched to students 1 week prior to the commencement of each semester. Students should ensure that their contact and enrolment details are correct prior to the start of semester to avoid misdirection of their study pack.

The external students will be emailed notification of when their unit materials have been dispatched. If you enrolled prior to the commencement of semester and have not received your unit materials by the end of week 1, please contact the External Studies office. If you enrolled after the commencement of the dispatch process, you should allow up to 10 days from the date you enrolled to receive your materials.

What materials do I receive in my study pack?

Generally, each external studies pack will contain an information letter, Unit Handbook, and a CD containing a reader, study guide and writing guide, which should be read carefully to extract the key information. There may also be additional materials for specific units.

Do I need to purchase additional resources?

Yes, you will be required to purchase textbooks for each unit in which you are enrolled. A textbook list will be published on www.chc.edu.au prior to the commencement of semester and will also be included in the Unit Handbook provided in your study pack.

Depending on the Unit in which you are enrolled, you may be required to purchase additional resources through the

College. These will be outlined in your Unit Handbook.

Do I need to submit Assessments?

Yes, generally you will be required to complete and submit three (3) assessment pieces. The requirements for these assessment items will vary in accordance with each unit. These requirements and the due dates will be outlined in your Unit Handbook. Exams may also be required for specific units.

How does the college contact me?

After your initial enrolment you will be issued with a student email account that will need to be activated by the student, as this is the standard method of communication by Citipointe Ministry College for external students. This account will remain active for the duration of your enrolment and external students are advised to regularly check this email account to ensure they are aware of any changes and/or information as it becomes available. The College may also contact you by phone or mail.

Where do I get help?

The External Studies office is responsible for issuing unit materials, providing tutoring for assessments and tertiary writing, and giving general advice to external students throughout the semester. The External Studies staff will be able to direct students to the appropriate area for assistance if they are unable to assist students themselves. The Unit Handbook also contains staff contact details for Citipointe Ministry College.

Can I borrow books from the college library?

Yes. External students can access and borrow resources from the CHC library. Please visit www.chc.edu.au for information on library borrowing for external studies.

Do I receive a Student ID card?

Yes, as a new student you will receive an ID card with your external studies pack. This will enable you to borrow books from the library. Your student ID card may also give you access to concessions for computer software packages or textbooks through other organisations.

CERTIFICATE IV in CHRISTIAN MINISTRY AND THEOLOGY

The Certificate IV in Christian Ministry and Theology (30772QLD) is a course that has ministry at its heart.

With core areas such as biblical foundations, personal and ministry formation as well as basic leadership, it is designed to help equip you to discover and fulfill God's call, and is a real asset to the local church. So why let this opportunity for a great learning experience wait for another time.

The training will occur both in the classroom and in the workplace (church) thus providing many life and ministry situations for you to learn and grow. Discover your gifts and talents, work with experienced pastors and leaders, and develop your faith to take hold of all that God has. The Certificate also allows you, the student, to choose an area of church involvement in which you can gain further specialised training. This is called "Focus Areas"

The Certificate IV in Christian Ministry and Theology (30772QLD) is the equivalent of one year's fulltime study. The certificate comprises of nine compulsory competencies and 84 supervised hours of electives. The Certificate is designed to be taught using experiential learning methods and is a very practical learning tool.

Recognised Prior Learning (RPL) is available for all Qualifications and Competencies provided by the Australian College of Ministries (ACOM) through the LocalNet program. To apply for RPL please contact the Citipointe Ministry College for an application form.

AUSTUDY

Austudy, Youth Allowance

Students enrolled in full time studies are eligible to apply for assistance through Centrelink for Austudy or Youth Allowance.

CORE UNITS

Biblical Foundations:

Biblical Introductions
Walk Through the Bible
Movers and Shakers

Personal Formation:

Spiritual Formation
Spiritual Disciplines
Living in God's Presence

Ministry Formation:

Hearing the Voice of Culture
Developing Christian Community
Creative Preaching and Teaching

Leadership Formation:

Transformational Leadership
Becoming a Leader of Influence
Identifying and Developing Leaders
Building Quality Teams

FOCUS AREAS

Focus areas (Elective units):

- Pastoral Care
- Youth Ministries
- Children's Ministry
- Worship Ministry
- Cross Cultural Ministry

TUITION FEES

1. All students are required to pay fees when undertaking training in the Certificate IV in Christian Ministry and Theology. (30772QLD)
2. Fees are calculated per course. Certificate IV in Christian Ministry and Theology (30772QLD) course fees can be found on citipointechurch.com/cmc.
3. In addition to fees, students are required to purchase their own stationary, textbooks and other specific materials.

PAYMENT OPTIONS

1. Tuition fees are payable up front per semester or in monthly installments (10 installments, payable at the beginning of each month)
2. Fees are set by the Citipointe Ministry College.

REFUND POLICY

1. If one session of any unit has been attended, withdrawal from the course does not attract a refund.
2. A full refund for advance fee payment is available if ACOM or Citipointe Ministry College or a staff member authorized by the Citipointe Ministry College cancels the unit.
3. A refund for advance fee payments for the course/semester less \$50 Administration Cost per application will be considered:
 - a. If the student's absence through an illness or injury prevents the course/unit being completed and is satisfactorily verified by the Citipointe Ministry College

through Medical Certificates. The illness must be excludable and the injury must deem the student unable to complete the course/unit. The student is then encouraged to 'defer from studies'.

b. If the student is incapable of 'ever' returning to the course then advance fee payment will be reimbursed. (A Medical Certificate will be required)

c. If the student cancels before the course commences advance fee payments will be reimbursed. The registration bond will not be reimbursed (on successful completion of the courses only).

4. If the student has attended one session of any unit then a refund of advance fee payment is not available.
5. Refunds or advance fee refunds will not be reimbursed to students who fail units, the course or are excluded from the course.
6. In all cases a fair and equitable assessment is made and all circumstances taken into account after verification and discussion with the Citipointe Ministry College.

DIPLOMA in CHRISTIAN MINISTRY AND THEOLOGY

The Diploma in Christian Ministry (30773QLD) is a course that will allow you to immediately apply what you are learning to your life and ministry. It is designed to further develop your ministry skills, and give you maximum practical opportunities. The Diploma will equip you to be a real asset to the local church. So why let this opportunity for a great learning experience wait for another time.

The majority of the training will occur in the workplace (church) then continue in the classroom, thus providing many life and ministry situations for you to learn and grow. Discover your gifts and talents, work with experienced pastors and leaders, and develop your faith to take hold of all that God has. The Diploma also allows you, the student, to choose an area of church involvement in which you can gain further specialised training. This is called "The Major Ministry Project".

The Diploma is the equivalent of two year's fulltime study and has the Certificate IV imbedded within it. The Diploma comprises of nine competencies, eight compulsory and one elective. The Diploma is designed to be taught using experiential learning methods and is a very practical learning tool.

Recognised Prior Learning (RPL) is available for all Qualifications and Competencies provided by the Australian College of Ministries (ACOM) through the LocalNet program. To apply for RPL please contact the Citipointe Ministry College for an application.

AUSTUDY

Austudy, Youth Allowance

Students enrolled in full time studies are eligible to apply for assistance through Centrelink for Austudy or Youth Allowance.

CORE UNITS

Biblical Foundations:

Ecclesiology
Christology
New Testament Studies 2

Leadership Formation:

Coaching

Ministry Formation:

Developing a Discipleship Culture
Missions

Personal Formation:

Biblical Leadership

MAJOR MINISTRY PROJECT

Major Ministry Project
Pastoral Care
Youth Ministries
Children's Ministry
High school Ministry
Creative Arts

Please note these electives areas are subject to the availability of training staff and number of interns.

TUITION FEES

1. All students are required to pay fees when undertaking training in the Diploma in Christian Ministry and Theology (30773QLD)
2. Fees are calculated per course. Diploma in Christian Ministry and Theology (30773QLD) course fees can be found on citipointechurch.com/cmc.
3. In addition to fees, students are required to purchase their own stationary, textbooks and other specific materials.

PAYMENT OPTIONS

1. Tuition fees are payable up front per semester or in monthly installments (10 installments, payable at the beginning of each month)
2. Fees are set by the Citipointe Ministry College.

REFUND POLICY

1. If one session of any unit has been attended, withdrawal from the course does not attract a refund.
2. A full refund for advance fee payment is available if ACOM or Citipointe Ministry College or a staff member authorized by the Citipointe Ministry College cancels the unit.
3. A refund for advance fee payments for the course/ semester less \$50 Administration Cost per application will be considered:
 - a. If the student's absence through an illness or injury prevents the course/unit being completed and is satisfactorily verified by the Citipointe Ministry College through Medical Certificates. The illness must be excludable and the injury must deem the student unable to complete the course/unit. The student is then encouraged to 'defer from studies'.
 - b. If the student is incapable of 'ever' returning to the course then advance fee payment will be reimbursed. (A Medical Certificate will be required).

c. If the student cancels before the course commences advance fee payments will be reimbursed. The registration bond will not be reimbursed (on successful completion of the courses only).

4. If the student has attended one session of any unit then a refund of advance fee payment is not available.
5. Refunds or advance fee refunds will not be reimbursed to students who fail units, the course or are excluded from the course.
6. In all cases a fair and equitable assessment is made and all circumstances taken into account after verification and discussion with the Citipointe Ministry College.

GENERAL INFORMATION

Policies and Procedures

Definition:

ACOM = Australian College of Ministries,

LocalNet = The Network of Organisations associated with ACOM

CMC = Citipointe Ministry College.

RTO = Registered Training Organisation

ACCESS and EQUITY POLICY

Responsibility:

It shall be the responsibility of the Citipointe Ministry College to ensure the requirements of these policies and procedures are complied with. It shall be the responsibility of the Citipointe Ministry College to ensure:

- The Policy is contemporary and reflects current government regulation and policy.
- Course development reflects the Policy.
- Trainers modify their delivery and assessment methods to cater for individual needs.
- The Trainer complies with the requirements of this procedure.

It shall be the responsibility of the nominated staff members and trainers to comply with the requirements of this procedure. It shall be the responsibility of the Citipointe Ministry College to implement the procedure and manage its compliance. It shall be the responsibility of all staff, trainers and participants to apply the Policy.

Procedure:

ACOM will ensure programs and services are relevant, accessible, fair and inclusive for all who agree with the philosophy and training levels of ACOM by:

- Promoting courses to the Christian and wider community in a manner that includes and reflects the diverse nature of Christian denominations by ensuring all prospective participants are well informed on the options available to meet their individual training needs.
- Ensuring women, people with disabilities, those from differing age groups or, from culturally and linguistically diverse backgrounds, Aboriginal and Torres Strait Islander peoples with differing language and literacy skills are able to gain access to the training

Policy

The Policy shall be defined and documented and made readily available to students and staff.

Policy Notification to Applicants

All applicants at the time of application shall be advised of the Policy through the handbook and website.

Policy Distribution

Each member of staff, trainers and participants shall have access to a copy of the documentation: Responsibility - Manager.

Assistance

Course Delivery Period

The Registrar will be the resource person assisting with matters relating to access, equity, literacy and/or numeracy considerations.

Course Profiling

Based on the findings of the Registrar he/she shall request trainers to modify their delivery and assessment methods consistent with this Policy.

Communicating Special Needs.

- All appropriate Staff and trainers shall, for their application of the Policy, be notified of the Registrar's findings in cases of special need

Policy Administration

Policy compliance requirements shall be monitored by the Citipointe Ministry College. Policy compliance will be the responsibility of the LocalNet Coordinator for Citipointe Ministry College.

Appeals & Complaints

The primary aim of the policy is to resolve disputes or complaints through conciliation and co-operation. The policy of ACOM is to ensure all students and staff are provided with the right to appeal where their personal well-being or training is being threatened.

Appeals & Complaints Procedure:

1. Any student who wishes to appeal against a decision relating to his/her studies shall consult, in the first instance, with the lecturer/facilitator concerned.
2. If the matter is not satisfactorily resolved, the student may consult the LocalNet.
3. Coordinator (Citipointe Ministry College), who shall refer the matter to the ACOM Leadership Group if necessary.
4. If an agreement is not reached between the student and ACOM, the matter would be reviewed by the

Sydney College of Divinity Academic Board. The decision of the Academic Board shall be final.

Grievance Procedure:

All parties involved in the grievance/dispute or complaint will be expected to maintain confidentiality with respect for all individuals who may be involved in the dispute in any way. Confrontation will be avoided and every effort will be made to reach a conciliatory and satisfactory agreement for all parties concerned.

1. Initial resolution attempts

Students and staff should make every effort to resolve any dispute initially at the level at which the incident occurs.

2. Initial mediation

Should the initial complaint be unresolved the complainant should then seek a meeting with the Facilitator in question where the issue can be discussed in an amicable manner.

3. Written request to LocalNet Coordinator

In the event of the dispute remaining unresolved a request in writing should be delivered to the LocalNet Head Office for a final meeting of all parties involved in the incident. The request will be addressed within fourteen (14) days of receipt of such a request.

4. Final mediation

At a mutually agreeable time all parties should endeavor to solve the problem and resolve the appeal, grievance or complaint to enable all parties to feel good about themselves: a win, win situation.

:PROSPECTUS



citipointechurch.com/cmc

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Address: 322 Wecker Rd, Carindale QLD 4152 Australia **Mail:** PO Box 2111, Mansfield QLD 4122 Australia

Citipointe Ministry College is the School of Ministries of Christian Heritage College CRICOS Provider No: 01016F
and are a part of the Australian College of Ministries Network 90965

