

Academic Prospectus

2016

PATHWAYS COLLEGE of BIBLE AND MISSION

50% Study. 50% Ministry. 100% relevant in the real world.

7 Oak Lane, Judea, Tauranga, 3110

Tel: (07) 571 6981

Freephone: 0800 2 PATHWAYS (0800 272 849)

Email: info@pathways.ac.nz **Website:** www.pathways.ac.nz

PATHWAYS
BIBLE AND MISSION COLLEGE

50% Study. 50% Ministry. 100% relevant in the real world

CONTENTS

1.	INTRODUCTION	3
2.	OUR MISSION	4
3.	OUR VISION	4
4.	OUR VALUES	4
5.	OUR ETHOS	4
6.	THE BELIEFS WE TEACH	4
7.	OUR EDUCATION	6
8.	OUR CREDENTIALS.....	6
9.	OUR LOCATION	7
10.	COURSES.....	8
11.	QUALIFICATIONS OFFERED	9
12.	COURSE DESCRIPTIONS (GENERAL STREAM).....	26
13.	COURSE DESCRIPTIONS (ISM STREAM).....	28
14.	RECOGNITION OF PRIOR LEARNING	29
15.	ADJUNCT FACULTY AND TEACHING STAFF	30
16.	BOARD OF TRUSTEES	30
17.	GENERAL INFORMATION.....	31
18.	FEES	32
19.	APPLICATION REQUIREMENTS AND PROCEDURES:	36
20.	THE PRIVACY ACT	40
21.	FACILITIES	40
22.	COMPLAINTS PROCEDURES	41
23.	DISCIPLINARY PROCEDURES	41
24.	STUDENT LIFE	43
25.	THE NEXT STEP	43
26.	CONTACTING PATHWAYS.....	44

1. INTRODUCTION



If you want to love God and serve Him well, you need to keep theology and action together. Without deep Bible knowledge, ministry becomes shallow and secular. And without loving action, theology becomes stagnant and irrelevant. But if you can fuse theology and action together in the same learning experience, you have something powerful and life-changing, a living knowledge that pleases God in the real world.

This fusion of theology and action is what Pathways College offers you. As a Bible college, we are 100% committed to giving our students a deep theological base. As an internship, we also require our students to spend 50% of their time learning practically in their fields of ministry. At Pathways, we believe this action-knowledge dynamic is how people truly learn and develop.

If you have been thinking of spending some focused time to understand God, His word, and yourself better, then you have come to the right place. Entwined throughout the study and ministry you will do through Pathways College is a core of Spiritual Formation. Yes, the academic side is crucial, and yes, the ministry is key. In all this though our goal really is to help you become more like Christ during your time at Pathways. We are going to do this through giving you inspiring lecturers who love Christ deeply and show their passion for Christ and His word in every class. We will push you to engage in real life ministry that will cause you to call on God and ask Him for His help and strength continually throughout the year. Through Peer Spiritual Formation groups we will help you wrestle with real issues of life, faith and theology. Ultimately Christlikeness only comes through the power of the Holy Spirit, so in all we do we strive to enable you to hear His guidance.

May the Lord guide you clearly as you seek His will for your life.

Craig Barrow
Principal

2. OUR MISSION

Pathways is committed to supporting, stimulating and catering for life-long learning through flexible delivery of relevant content in a workplace context.

3. OUR VISION

To make a significant contribution to the breadth and depth of the evangelical movement by equipping people to be effective Christ followers in mission, ministry and workplace contexts.

4. OUR VALUES

- Commitment - to the authority of the Bible, the centrality of Christ's cross and the priority of mission
- Inclusiveness - based on common loyalty to Jesus Christ; not primarily on the basis of doctrinal agreement or conformity to community expectations, though these are both important
- Respect for Others - based on confidence in the Good News
- Personal Growth - in passion for God, the Bible and mission
- Self-Sacrificial Involvement - in the local church, the wider evangelical movement, and the world; this is love in action
- Integrity - in enquiry and academic study
- Team Participation - with flexibility and equality in service and in servant leadership
- Partnership - between churches and across cultural barriers; between *manuhiri* and *tangata whenua*.

5. OUR ETHOS

Pathways Bible and Mission College carries forward the fifty-year heritage of both New Zealand Assembly Bible School and Gospel Literature Outreach College.

Pathways College draws from the strength of the Christian Brethren tradition. The College has a contribution to make to the wider Christian community. Students from any branch of the Christian Church are warmly welcome. Students who come have much to give, as well as receive.

6. THE BELIEFS WE TEACH

We believe, affirm, and teach

1. God is. He exists as Father, Son and Holy Spirit. He is almighty, and has need of nothing. He is eternal.
2. God, who is spirit, has chosen to create space and time and matter, and all that exists. He has planned this in his wisdom, and created all things by his power. He has life in himself, and all life has its source in him. He continues to be Lord and active sustainer of this world and all that he has made.
3. The crown of God's creation is humanity, whom he has made in his image, and to reflect his glory. He has made Adam and Eve, male and female. To them he has given not only a physical body, but also the "spirit

of life” that they might be “living souls” and able to have a personal relationship with their Creator. God has also given them the ability to make their own choices. Our first parents chose to disobey God, and have passed on their fallen nature to all humanity.

4. Jesus Christ, the eternal Son of God, came to earth to be the Saviour of the world. He, and he alone, fully reveals God. He was conceived of the Holy Spirit and born of the virgin Mary, fully God and fully human. He lived among us on this earth, spoke the words of God, and did the works of God. He was crucified – an act of sinful men – but his death was also his own act of obedience to God by which he offered himself as a sacrifice for the sins of the world. He was raised to life again by the power of God, on the third day, left the tomb, and after showing himself alive to his disciples, ascended to heaven.
5. God planned before the world was created that there should be a way of salvation for sinful people. We ourselves are totally unable to achieve peace with God by our own efforts. God has acted in grace, and chosen to call men and women into his family and kingdom. At the same time, he invites all people to respond to him by faith in Jesus Christ and his sacrifice, and we are accountable for our choices. As we receive salvation, we are justified, forgiven, born of God, and have the gift of eternal life. By the Spirit of God, we begin to be changed to live according to God’s design, and to become like Christ. Our growing likeness to Christ is evidence of our coming into relationship with God. God’s greatest requirement of us is that we love him with all of our heart, and that we love our neighbours as ourselves.
6. At the time that anyone receives the gift of salvation, the Holy Spirit comes to dwell within them. It is by the Spirit of God that we are born again. The Holy Spirit is eternal and divine. He reveals Jesus Christ to us. He teaches the truth, and communicates the life and power of God to us.
7. The Holy Spirit has inspired the Scriptures (the Old and New Testaments). The Scriptures are God’s Word. They are sufficient for our guidance and are our final authority in all matters of faith and conduct. Scripture is true and fully reliable. We do not judge Scripture – rather, we stand under its judgement, and seek in humility to understand it by the Spirit’s aid, and then obey.
8. All who have received salvation become members of Christ’s church. They are his disciples. To them is given the task and privilege of being his ambassadors to represent their master to the world, and to proclaim the good news of reconciliation to God through Christ’s sacrifice.

The Church functions as a body. God by his Spirit gives gifts which equip every member to contribute to the church’s ministry, and, for the church to be healthy, every member must be playing his or her part. All believers are priests, with access to God in prayer and worship solely on the ground of Christ’s sacrifice.

The typical pattern of church government presented by the New Testament is that of oversight by a group of elders. This provides the pattern for church leadership in our own day.

Christ has asked his disciples to remember him regularly in the celebration of the Lord’s Supper (or Communion). This is a focus of the shared spiritual life of the Church, and expresses the unity of believers in Christ.

Baptism by immersion in water is a symbolic act in which believers publicly declare their commitment to Christ.

9. Evil is real. Satan, the enemy of God, is active in this world. There is a hell as well as a heaven. But Satan, sin and death have been overcome by Christ in his death and resurrection.
10. The salvation which God has planned for His people is not yet complete. Christ will soon return to this world as King of kings. Evil is yet to be finally put down in a process of judgement and in this process, God’s people are vindicated. The truth of God’s promises to Israel will also be vindicated in a time of blessing for the nation. The dead will be raised – those who have been born of God to eternal joy, and the unrepentant to eternal sorrow. Creation will be renewed, and there will be a new heaven and a new earth. All creatures will sing God’s praise.

7. OUR EDUCATION

Pathways College provides Certificate and Diploma level Christian education in biblical studies, theology, spiritual formation and ministry/mission. Emphasis is placed on practical assignments in each area of study to foster the skills necessary to better witness for Christ in New Zealand and overseas.

Current study options at Pathways include:

Qualification	NZQA Level	Credits	Duration	Study Option
Certificate in Christian Ministry	5	60	1 year	Part-time
Diploma in Christian Ministry	5	120	1 year	Full-time
Diploma in Christian Studies	5	120	1 year	Full-time
Diploma in Ministry Leadership*	6	240	2 years	Full-time

* The Diploma in Christian Ministry or the Diploma in Christian Studies make up the first year of study for this qualification

Internship:

The qualifications available through Pathways College use an internship model. Unlike internships that simply offer work experience Pathways College offers an academic internship that engages students in holistic learning; classroom-based teaching integrated with a study course involving guided field education. The whole programme includes directed internship learning, requiring supervised experiential education in a local church or Christian organisation as well as biblical and theological studies provided through concentrated block courses. Block Courses are held at various locations throughout New Zealand.

8. OUR CREDENTIALS

NZQA

- Pathways College is "A private training establishment that has been granted registration by the New Zealand Qualifications Authority under Part 18 of the Education Act 1989."
- NZQA (New Zealand Qualifications Authority) awarded the College a category 1 result after completing its most recent External Evaluation and Review (EER) in 2015.
- NZQA is Highly Confident in the educational performance of Pathways College of Bible and Mission.
- NZQA is Confident in the capability in self-assessment of Pathways College of Bible and Mission.
- Pathways College is recognised and accredited by NZQA to teach locally approved subjects at level 3 – 6 on the NQF (National Qualifications Framework) in the area of Christian and Theological Ministries.
- For more information about Pathways' NZQA accreditation, visit www.nzqa.govt.nz and search for Pathways College.

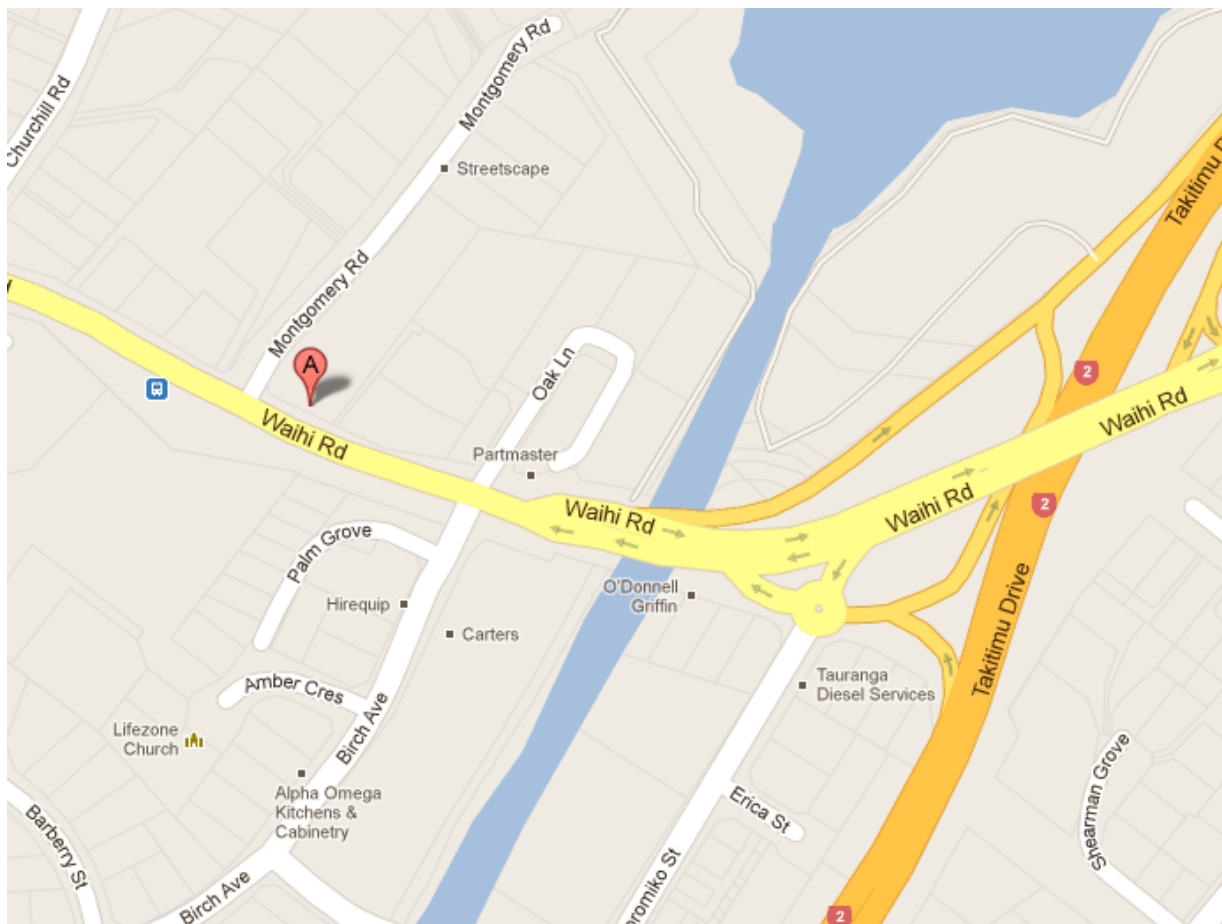
Pathways College has complete freedom to teach its own Bible emphasis. It is a member of the South Pacific Association of Evangelical Bible Colleges, the Christian Theological and Ministries Education Society and Independent Tertiary Education New Zealand.

Pathways College has links with other institutions to allow for cross-crediting of work completed at the College. Specifically, Diploma in Christian Ministry (Internship) graduates may enter the second year of degree study at Carey Baptist College's Bachelor of Applied Theology. Alternatively, subject to achievement of at least B grades in *level 5* subjects, Diploma in Christian Ministry (Internship) graduates may enter the second year of degree level study of Laidlaw College's Bachelor of Ministries. In addition, Diploma in Ministry Leadership (Internship) graduates may enter and obtain significant cross-credit into the second year of degree level study with Laidlaw College and Carey Baptist College.

Pathways College is owned by and holds itself accountable to the churches of the Christian Brethren movement in New Zealand. As such, it is the education arm of the Christian Brethren movement. Pathways College is recognised by Global Connections in Mission, the movement's missionary sending arm.

9. OUR LOCATION

Pathways College is located in the Lifezone church building at 7 Oak Lane, Judea, Tauranga.



10. COURSES

General Information:

1. Types of Student:

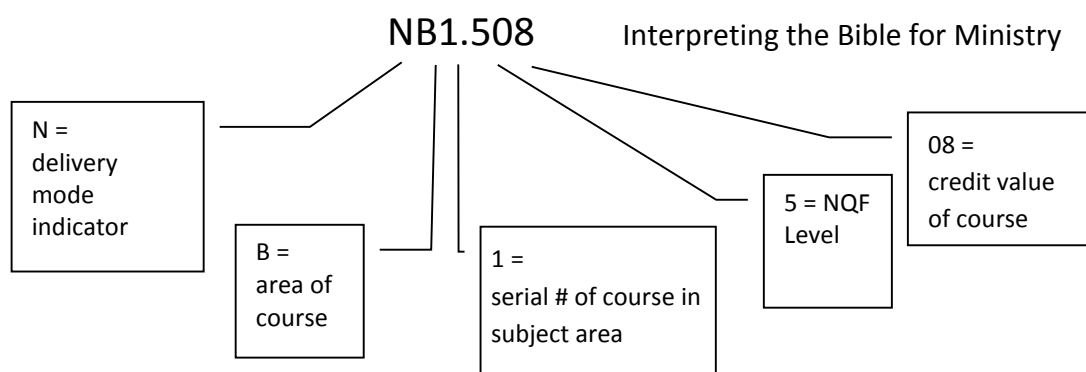
Students may study either part time or full time. Students wishing to study individual courses or study for less than one year should discuss their preferences with the Principal.

2. Assessment:

All assessment tasks are set within NZQA guidelines. Progress is determined by a variety of methods, not solely by examinations.

3. Course Numbering System:

The numbering of a course conveys information about it. Note the following example:



Delivery modes include:

- N Internship Studies
- M Regional Studies in association with MPCT

Subject areas include:

- S Supervised Ministry Experience
- B Biblical Studies for Ministry
- T Theological Studies for Ministry
- M Christian Ministry and Mission
- P Personal Spiritual/Professional Development

NQF Level is a description of the educational level of the course. For instance, level 5 is the first year of university study at undergraduate degree level.

Credit value is an indication of how much work is involved in the doing the course. Each credit represents 10 hours learning experience including the time for any lectures.

11. QUALIFICATIONS OFFERED

A. DIPLOMA IN CHRISTIAN MINISTRY (INTERNSHIP) LEVEL 5 - DipCM

A.1. Purpose

This one-year programme has been designed to blend theory and practice by connecting classroom and context through the internship model. Course requirements, met through the educative guidance of a supervisor/mentor, the challenges of ministry, formal instruction with peers, and directed learning, equip the student for vocational Christian service. Student involvement in a real situation under experienced practitioners enables informed vocational, transitional, and contextual awareness. Both Christian organisations (such as International Student Ministries) and churches offer internship placements.

The Diploma provides a way for a Christian organisation such as a local church to develop potential leaders through formal education without losing the ability to influence the student's learning and development. Interns also benefit by learning from experienced leaders in a hands-on practical context, while also receiving life-impacting biblical and theological input. The 'how' and the 'why' of Christian ministry are developed together.

This programme uniquely combines internship experience with biblical and theological education through residential block courses and weekly study. It offers a greater proportion of supervised ministry experience than comparable degree programmes, while still enabling entry into the second year of such programmes.

A.2. Level and Accreditation

The Diploma in Christian Ministry (Internship) is an NZQA approved level-5 programme (level 5 is equivalent to the first year of an undergraduate university degree).

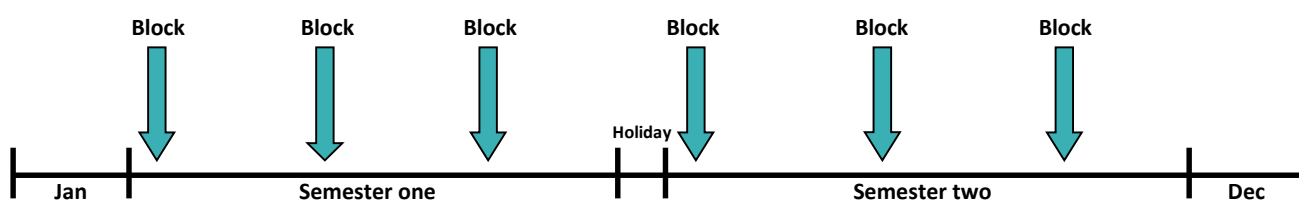
A.3. Expected Outcomes

The Diploma will enable a graduate to

- build biblical and theological foundations while involved in ministry
- gain people-helping skills while gaining practical experience in a church or other Christian organisation
- reflect theologically upon that ministry experience with a supervisor
- understand the Bible in some depth and share it with others
- gain relationship skills by serving in a team with a supervisor
- gain planning and participation skills in ministry events
- observe experienced leaders in action and develop leadership potential
- cultivate habits that maintain spiritual life in the midst of action

A.4. Format

This is a one-year 120 credit programme consisting of 39 weeks (excluding holidays) with a minimum of 30 hours study per week. Students are held accountable for completing a minimum of 20 hours of practical course work per week within a ministry context. This includes one-on-one supervisor-directed mentored tutorials, course-driven experiential learning, small group learning, and written work to demonstrate competency in the course learning objectives. A further average of 10 hours per week study includes attendance at block course lectures (approximately every six weeks), directed study, and group learning.



A.5. Format variation: Discipleship and Discipling (ISM)

All students undertaking ISM NZ placements are required to follow the Discipleship and Discipling stream (see course descriptions page 21). Study requirements are unchanged at a minimum of 30 hours per week. The variation is the *Christian Service elective* and the *Personal and Professional Development* group of courses, with these components being taught in a classroom setting in the placement locations, currently Auckland, Wellington and Palmerston North.

A.6. Entry Requirements

Internship applicants must be 17 or older by the start date of the qualification they are applying for, **and** have completed **one** of the following:

- NCEA level 2, **or**
- A national or overseas qualification equivalent to NCEA level 2, **or**
- A New Zealand Diploma at level 4 or above, **or**
- The Pathways College Internship Preparatory Programme.

Applicants that do not meet the above criteria may be granted entry into a programme of study by either first completing the Pathways College Internship Preparatory Programme or gaining Special Entry (refer below).

In addition to the academic requirements applicants must also provide evidence they have the support of a placement church or para-church organisation. This is necessary because without this support a student will not be able to meet the practicum requirements of their study at Pathways. Typically completion of the "Placement / Supervision Arrangements" section of the enrolment form by the placement leader provides sufficient evidence; Pathways will contact the applicant if further information is required.

International students, in addition to the above, must be 18 or older by the start date of the qualification they are applying for, and meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

A.7. Pathways College Preparatory Programme

Applicants wishing to enrol in either a certificate or diploma qualification that do not meet the minimum academic requirements can complete a part-time, Internet based, preparatory programme to gain entry. Participants must complete at least 7 credits at level 5, selecting courses from those currently offered through online delivery. A minimum grade of 70% must be achieved in each course.

In most cases the Preparatory Programme can be completed through one semester of part-time study but this will depend on which courses are selected. The credits gained can be cross-credited into a level 5 diploma qualification. For more information contact the College.

While this will enable an applicant to meet the academic requirements of enrolment it does not remove the necessity to provide evidence of support from a placement organisation (as above).

International students, in addition to the above, must be 18 or older by the start date of the qualification they are applying for, and meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

A.8. Special Entry

Applicants that do not meet the standard entry requirements may apply for Special Entry. This considers a person's life experiences and work history to determine their suitability to study at diploma level 5 or above. To apply using this option complete the Special Entry form and submit it with your enrolment documentation. The requirements for this are:

- Must be over the age of 20, **and**
- Produce evidence of support from a placement organisation (as above), **and**
- Submit a Curriculum Vitae that includes work history, **or**
- Provide a written reference and suitable recommendation from a past or current employer outlining work completed (minimum 3 months employment), **or**
- Provide evidence of prior learning that indicates an ability to study at Diploma level. See the section 'Recognition of Prior Learning'.

International students, in addition to the above, must meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

A.9. Placement Organisation Requirements

Churches or other Christian organisations that wish to have an intern with Pathways College must:

- be willing to provide organised and specific ministry opportunities to the particular intern, **and**
- be willing to supervise the particular intern as described in the *Supervision Handbook*.

A.10. Graduation Requirements

Interns who achieve a minimum of 120 credits in the required subjects qualify for the Diploma in Christian Ministry (Internship) (level 5).

A.11. Orientation Programme

At their first block course students are taken through a comprehensive orientation programme covering academic and placement requirements and advice, and support structures and services available. Students may contact their Supervisors and/or College staff for ongoing advice and support as and when required.

A.12. Supervised Practice

Supervisors meet interns for at least 1½ hours per fortnight. By arrangement with the supervisor, the ministry experience can also reflect the same interest as that selected for the elective.

A.13. Ministry Internship Co-ordinator

The Pathways College Ministry Internship (MI) Co-ordinator provides overall guidance to interns and supervisors, as described in the *Supervision Handbook*.

A.14. Diploma in Christian Ministry (Internship) Curriculum

Courses:	Course Code	Semester	Credits
Supervised Ministry Experience (60 credits):			
Supervised Practice Christian Ministry 1 - Establishing Approved Practice	NS10.530	1	30
Supervised Practice Christian Ministry 2 - Designing a Plan of Ministry	NS20.630	2	30
Biblical Studies for Ministry (28 credits):			
Interpreting the Bible	NB1.508	1	8
The Gospels - Mark	NB2.508	2	8
Old Testament Themes	NB3.506	1	6
Galatians	NB4.506	1	6
Theology for Ministry (26 credits):			
Christian History	NT1.504	2	4
Systematic Theology	NT3.407	2	7
Christian Ethics	NT4.503	2	3
Pastoral Care	NT5.503	2	3
Biblical Leadership I	NT6.504	2	4
Being a Disciple (ISM only, instead of Systematic Theology)	NT8.405	1	5
Christian Service Electives (8 credits):			
<i>Students choose 1 elective. Electives offered subject to student numbers. Extra fees may apply.</i>			
Preaching: Communicating the Good News	NM10.508	1 & 2	8
Worship: Celebrating the Good News	NM20.508	1 & 2	8
Youth Ministry: Growing Disciples of Jesus	NM30.508	1 & 2	8
Ministry Among Children: Understanding children, faith, and nurture	NM35.508	1 & 2	8
Mission: Living the Good News Cross Culturally	NM45.508	1 & 2	8
Christian Camping (endorsed by Christian Camping NZ)	NM60.508	1 & 2	8
Evangelism and Discipleship	NM70.508	1 & 2	8
Christian Service Electives (10 credits):			
Discovery of your Evangelism Style and its Use (ISM only, instead of non-ISM elective)	NM71.505	1	5
Making Disciples (ISM only, instead of non-ISM elective)	NM72.505	2	5
Personal and Professional Development (3 credits):			
Spiritual Formation 1	NP3.402	1 & 2	3
Balanced Living (ISM only, instead of Spiritual Formation 1)	NP9.405	2	5
Total (Non-ISM):			120
Total (ISM):			125

A.15. Diploma in Christian Ministry (Internship) Course Descriptions

See Course descriptions beginning Page 21

B. DIPLOMA IN CHRISTIAN STUDIES (INTERNSHIP) LEVEL 5 - DipCS

B.1. Purpose

This one-year programme has been designed to provide focussed training for Christian ministry and an opportunity for a prospective missionary, Bible teacher, youth worker or church leader to gain the skills needed to function in the environment he or she will meet.

As with other Pathways College diplomas this provides a way for a local church to develop potential leaders without losing their input. The programme enables the students to learn from experienced leaders in an internship setting, while also receiving life-impacting biblical and theological input.

B.2. Level and Accreditation

The Diploma in Christian Studies is an NZQA approved level-5 programme (level 5 is equivalent to the first year of an undergraduate university degree). Although NZQA accredited, students undertaking this diploma are NOT eligible for government loans and allowances.

B.3. Expected Outcomes

The Diploma will enable a graduate to

- build biblical and theological foundations while involved in ministry
- gain people-helping skills while gaining practical experience in a church or organisation
- reflect theologically upon that ministry experience with a supervisor
- understand the Bible in some depth and share it with others
- gain relationship skills by serving in a team with a supervisor
- gain planning and participation skills in ministry events
- observe experienced leaders in action and develop leadership potential
- cultivate habits that maintain spiritual life in the midst of action

B.4. Format

This is a one-year 120 credit programme consisting of 39 weeks (excluding holidays) with a minimum of 30 hours study per week. Students are held accountable for completing a minimum of 20 hours of practical course work per week within a ministry context. This includes one-on-one supervisor-directed mentored tutorials, course-driven experiential learning, small group learning, and written work to demonstrate competency in the course learning objectives. A further average of 10 hours per week study includes attendance at block course lectures (approximately every six weeks), directed study, and group learning.

B.5. Entry Requirements

Internship applicants must be 17 or older by the start date of the qualification they are applying for, **and** have completed **one** of the following:

- NCEA level 2, **or**
- A national or overseas qualification equivalent to NCEA level 2, **or**
- A New Zealand Diploma at level 4 or above, **or**
- The Pathways College Internship Preparatory Programme.

Applicants that do not meet the above criteria may be granted entry into a programme of study by either first completing the Pathways College Internship Preparatory Programme or gaining Special Entry (refer below).

In addition to the academic requirements applicants must also provide evidence they have the support of a placement church or para-church organisation. This is necessary because without this support a student will not be able to meet the practicum requirements of their study at Pathways. Typically completion of the "Placement / Supervision Arrangements" section of the enrolment form by the placement leader provides sufficient evidence; Pathways will contact the applicant if further information is required.

International students, in addition to the above, must be 18 or older by the start date of the qualification they are applying for, and meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

B.6. Pathways College Preparatory Programme

Applicants wishing to enrol in either a certificate or diploma qualification that do not meet the minimum academic requirements can complete a part-time, Internet based, preparatory programme to gain entry. Participants must complete at least 7 credits at level 5, selecting courses from those currently offered through online delivery. A minimum grade of 70% must be achieved in each course.

In most cases the Preparatory Programme can be completed through one semester of part-time study but this will depend on which courses are selected. The credits gained can be cross-credited into a level 5 diploma qualification. For more information contact the College.

While this will enable an applicant to meet the academic requirements of enrolment it does not remove the necessity to provide evidence of support from a placement organisation (as above).

International students, in addition to the above, must be 18 or older by the start date of the qualification they are applying for, and meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

B.7. Special Entry

Applicants that do not meet the standard entry requirements may apply for Special Entry. This considers a person's life experiences and work history to determine their suitability to study at diploma level 5 or above. To apply using this option complete the Special Entry form and submit it with your enrolment documentation. The requirements for this are:

- Must be over the age of 20, **and**
- Produce evidence of support from a placement organisation (as above), **and**
- Submit a Curriculum Vitae that includes work history, **or**
- Provide a written reference and suitable recommendation from a past or current employer outlining work completed (minimum 3 months employment), **or**
- Provide evidence of prior learning that indicates an ability to study at Diploma level. See the section 'Recognition of Prior Learning'.

International students, in addition to the above, must meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

B.8. Placement Organisation Requirements

Churches or other Christian organisations that wish to have an intern with Pathways College must:

- be willing to provide organised and specific ministry opportunities to the particular intern, **and**
- be willing to supervise the particular intern as described in the *Supervision Handbook*.

B.9. Graduation Requirements

Interns who achieve a minimum of 120 credits in the required subjects qualify for the Diploma in Christian Studies (level 5).

B.10. Orientation Programme

At their first block course students are taken through a comprehensive orientation programme covering academic and placement requirements and advice, and support structures and services available. Students may contact their Supervisors and/or College staff for ongoing advice and support as and when required.

B.11. Christian Service Experience

Supervisors meet interns for at least 1½ hours per fortnight. By arrangement with the supervisor, the Service Experience can also reflect the same interest as that selected for the Elective.

B.12. Ministry Internship Co-ordinator

The Pathways College MI Co-ordinator provides overall guidance to interns and supervisors, as described in the *Supervision Handbook*.

B.13. Diploma in Christian Studies Curriculum

Courses:	Course Code	Semester	Credits
Supervised Ministry Experience (60 credits):			
Supervised Practice Christian Studies 1 - Developing the Skills	NS14.530	1	30
Supervised Practice Christian Studies 2 - Spiritual Formation Within the Context of Ministry	NS24.630	2	30
Biblical Studies for Ministry (28 credits):			
Interpreting the Bible	NB1.508	1	8
The Gospels - Mark	NB2.508	2	8
Old Testament Themes	NB3.506	1	6
Galatians	NB4.506	1	6
Theology for Ministry (26 credits):			
Christian History	NT1.504	2	4
Systematic Theology	NT3.407	2	7
Christian Ethics	NT4.503	2	3
Pastoral Care	NT5.503	2	3
Biblical Leadership I	NT6.504	2	4
Christian Service Electives (8 credits):			
<i>Students choose 1 elective. Electives offered subject to student numbers. Extra fees may apply.</i>			
Preaching: Communicating the Good News	NM10.508	1 & 2	8
Worship: Celebrating the Good News	NM20.508	1 & 2	8
Youth Ministry: Growing Disciples of Jesus	NM30.508	1 & 2	8
Ministry Among Children: Understanding children, faith, and nurture	NM35.508	1 & 2	8
Mission: Living the Good News Cross Culturally	NM45.508	1 & 2	8
Christian Camping (endorsed by Christian Camping NZ)	NM60.508	1 & 2	8
Evangelism and Discipleship	NM70.508	1 & 2	8
Personal and Professional Development (3 credits):			
Spiritual Formation 1	NP3.402	1 & 2	3
Total:			120

B.14. Diploma in Christian Studies Course Descriptions

See Course descriptions beginning Page 21

C. DIPLOMA IN MINISTRY LEADERSHIP (INTERNSHIP) LEVEL 6 - DipML

C.1. Purpose

This two-year NZQA approved programme provides strong biblical and practical ministry foundations for Christian ministry leadership. Building a second year onto the Diploma in Christian Ministry or Diploma in Christian Studies, it enables an intern to gain significant depth to their ministry experience, while learning from their supervisor/mentor, extending their biblical and theological studies and strengthening their readiness for ministry leadership.

C.2. Level and Accreditation

The Diploma in Ministry Leadership is an NZQA approved level-6 programme. Although NZQA accredited, students undertaking this diploma are NOT eligible for government loans and allowances.

C.3. Expected Outcomes

The Ministry Leadership Diploma will enable a graduate to

- strengthen biblical and theological understanding while involved in ministry
- improve people-helping skills while gaining practical learning experience in a church or organisation
- reflect theologically upon that ministry experience with a supervisor
- gain relationship skills by serving in a team with a supervisor
- gain planning and participation skills in ministry events
- strengthen skills in an elective area of ministry
- develop a personal philosophy of ministry

C.4. Format

This is a two-year 240 credit programme; the first year being the Diploma in Christian Ministry (level 5) or Diploma in Christian Studies (level 5). Each year consists of 39 weeks (excluding holidays) with a minimum of 30 hours study per week. Students are held accountable for completing a minimum of 18 hours of practical course work per week which draws on leadership within a ministry context, one-on-one supervisor-directed mentored tutorials, experiential learning, and written work to demonstrate competency in the course learning objectives. A further average of 12 hours per week study includes attendance at block course lectures (approximately every six weeks), directed study and group learning.

C.5. Format variation: Discipleship and Discipling (ISM)

All students undertaking ISM NZ placements are required to follow the Discipleship and Discipling stream (see course descriptions page 21). Study requirements are unchanged at a minimum of 30 hours per week. The variation is the *Christian Service elective* and the *Personal and Professional Development* group of courses, with these components being taught in a classroom setting in the placement locations, currently Auckland, Wellington and Palmerston North.

C.6. Entry Requirements

Internship applicants must be 17 or older by the start date of the qualification they are applying for, **and** have completed **one** of the following:

- Diploma of Christian Ministry (level 5) with a minimum grade average of 70%, **or**
- Diploma of Christian Studies (level 5) with a minimum grade average of 70%, **or**
- An equivalent national or overseas diploma at level 5 or above.

Applicants that do not meet the minimum academic requirements may be granted entry into the Diploma of Ministry Leadership (level 6) if they possess equivalent prior learning. See the section 'Recognition of Prior Learning'.

In addition to the above requirements applicants must also provide evidence they have the support of a placement church or para-church organisation. This is necessary because without this support a student will not be able to meet the practicum requirements of their study at Pathways. Typically completion of the "Placement / Supervision Arrangements" section of the enrolment form by the placement leader provides sufficient evidence; Pathways will contact the applicant if further information is required.

International students, in addition to the above, must be 18 or older by the start date of the qualification they are applying for, and meet the minimum English language requirement, which is an Academic IELTS score of 6.0 with no band score lower than 5.5, or its equivalent.

C.7. Placement Church Requirements

Requirements are the same as for the Diploma in Christian Ministry (Internship).

C.8. Graduation Requirements

Interns who achieve a minimum of 240 credits in the required subjects qualify for the Pathways College Diploma in Ministry Leadership (Internship). This includes 120 credits transferred from either the Diploma of Christian Ministry, Diploma of Christian Studies, or its equivalent.

C.9. Orientation Programme

At their first block course students are taken through a comprehensive orientation programme covering academic and placement requirements and advice, and support structures and services available. Students may contact their Supervisors and/or College staff for ongoing advice and support as and when required.

C.10. Christian Service Experience

Supervisors meet interns for at least 1½ hours per fortnight. By arrangement with the supervisor, the Service Experience can also reflect the same interest as that selected for the Elective.

C.11. Ministry Internship Co-ordinator

The Pathways College MI Co-ordinator provides overall guidance to interns and supervisors, as described in the *Supervision Handbook*.

C.12. Diploma in Ministry Leadership (Internship) Curriculum

For the first year curriculum refer to either the DipCM or DipCS qualifications. The second year curriculum is detailed in the table below:

Courses:	Course Code	Semester	Credits
Supervised Ministry Experience (70 credits):			
Supervised Practice Ministry Leadership 1 - Reflecting on Ministry Effectiveness	NS30.635	1	35
Supervised Practice Ministry Leadership 2 - Reflecting on Ministry Styles	NS40.635	2	35
Biblical Studies for Ministry (20 credits):			
Acts	NB5.605	1	5
God's Mission in the Old Testament	NB6.604	1	4
Romans	NB7.607	2	7
Christ and Culture	NB8.604	1	4
Theology for Ministry (12 credits):			
Biblical Leadership II	NT13.605	2	5
Being Church	NT11.604	2	4
Service and Self-Image	NT12.603	2	3
Christian Service Electives (8 credits):			
<i>Students choose 1 elective. Electives offered subject to student numbers. Extra fees may apply.</i>			
Preaching: Communicating the Good News	NM10.508	1 & 2	8
Worship: Celebrating the Good News	NM20.508	1 & 2	8
Youth Ministry: Growing Disciples of Jesus	NM30.508	1 & 2	8
Ministry Among Children: Understanding children, faith, and nurture	NM35.508	1 & 2	8
Mission: Living the Good News Cross Culturally	NM45.508	1 & 2	8
Christian Camping (endorsed by Christian Camping NZ)	NM60.508	1 & 2	8
Evangelism and Discipleship	NM70.508	1 & 2	8
Christian Service Electives (10 credits):			
Developing a Philosophy of Ministry (ISM only, instead of non-ISM elective)	NM75.508	1	8
Personal and Professional Development (10 credits):			
Spiritual Formation 2	NP5.502	1 & 2	2
Research Project	NP6.608	1	8
Focus on the Future (ISM only, instead of Spiritual Formation 2)	NP13.505	2	5
Total (Non-ISM):			120
Total (ISM):			123

C.13. Diploma in Ministry Leadership Course Descriptions

See Course descriptions beginning Page 21

D. CERTIFICATE IN CHRISTIAN MINISTRY (INTERNSHIP) LEVEL 5 – CertCM: School of Worship Leading

D.1. Purpose

This one-year, part-time programme gives current worship leaders the opportunity to invest in a year of developing and refining their skills. It is designed to enable the student to continue to minister in their local church setting while being trained at block courses by some of New Zealand's finest worship leaders.

This course aims to take someone with a great heart and musical ability and mould them into a fully competent, trained and equipped worship leader for any church context. They will be trained by great worship leaders from all around New Zealand in areas of leadership, song writing, music performance, team building, technical, planning, confidence and spiritual development.

The Certificate in Christian Ministry offered through the **School of Worship Leading (SOWL)** combines practical and theoretical learning to give the student a good grounding of 'how and why' as they learn more about what it means to be a true worship leader. Our goal is for churches around New Zealand to have worship leaders equipped for the service of God and empowered by the Holy Spirit to see the lives of people transformed to be more like Christ.

D.2. Level and Accreditation

The Certificate in Christian Ministry (Internship) is an NZQA approved level-5 programme (level 5 is equivalent to the first year of an undergraduate university degree).

D.3. Expected Outcomes

The Certificate will enable a graduate to

- build biblical and theological foundations while involved in worship ministry
- gain people-helping skills while gaining practical experience in a church or organisation
- reflect theologically upon that ministry experience with a supervisor
- understand the Bible in some depth and share it with others
- gain relationship skills by serving in a team with a supervisor
- gain planning and participation skills in ministry events
- observe experienced leaders in action and develop leadership potential
- practically gain competence on a musical instrument for worship leading
- cultivate habits that maintain spiritual life in the midst of action

D.4. Format

This is a one-year 60 credit programme consisting of 39 weeks (excluding holidays) with a minimum of 15 hours study per week. Students are held accountable for completing a minimum of 7-8 hours of practical course work per week within a ministry context. This includes one-on-one supervisor-directed mentored tutorials, course-driven experiential learning, small group learning, and written work to demonstrate competency in the course learning objectives. A further average of 7-8 hours per week study includes attendance at block day lectures, regional course days, directed study and group learning. From 2016 some content will be delivered online.

D.5. Entry Requirements

Internship applicants must be 17 or older by the start date of the qualification they are applying for, **and** have completed **one** of the following:

- NCEA level 2, **or**
- A national or overseas qualification equivalent to NCEA level 2, **or**
- A New Zealand Diploma at level 4 or above, **or**
- The Pathways College Internship Preparatory Programme.

Applicants that do not meet the above criteria may be granted entry into a programme of study by either first completing the Pathways College Internship Preparatory Programme or gaining Special Entry (refer below).

Given the focus of this certificate is worship leading, applicants must also have:

- Support from their home church's leadership and music team.
- Currently be in a worship leading role.
- Musical ability that enables them to song lead (a video of the applicant will be submitted with application information).

In addition to the academic requirements applicants must also provide evidence they have the support of a placement church or para-church organisation. This is necessary because without this support a student will not be able to meet the practicum requirements of their study at Pathways. Typically completion of the "Placement / Supervision Arrangements" section of the enrolment form by the placement leader provides sufficient evidence; Pathways will contact the applicant if further information is required.

International students, in addition to the above, must be 18 or older by the start date of the qualification they are applying for, and meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

D.6. Pathways College Preparatory Programme

Applicants wishing to enrol in either a certificate or diploma qualification that do not meet the minimum academic requirements can complete a part-time, Internet based, preparatory programme to gain entry. Participants must complete at least 7 credits at level 5, selecting courses from those currently offered through online delivery. A minimum grade of 70% must be achieved in each course.

In most cases the Preparatory Programme can be completed through one semester of part-time study but this will depend on which courses are selected. The credits gained can be cross-credited into a level 5 diploma qualification. For more information contact the College.

While this will enable an applicant to meet the academic requirements of enrolment it does not remove the necessity to provide evidence of support from a placement organisation (as above).

International students, in addition to the above, must be 18 or older by the start date of the qualification they are applying for, and meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

D.7. Special Entry

Applicants that do not meet the standard entry requirements may apply for Special Entry. This considers a person's life experiences and work history to determine their suitability to study at diploma level 5 or above. To apply using this option complete the Special Entry form and submit it with your enrolment documentation. The requirements for this are:

- Must be over the age of 20, **and**
- Produce evidence of support from a placement organisation (as above), **and**
- Submit a Curriculum Vitae that includes work history, **or**
- Provide a written reference and suitable recommendation from a past or current employer outlining work completed (minimum 3 months employment), **or**
- Provide evidence of prior learning that indicates an ability to study at Diploma level. See the section 'Recognition of Prior Learning'.

International students, in addition to the above, must meet the minimum English language requirement, which is an Academic IELTS score of 5.5 with no band score lower than 5, or its equivalent.

D.8. Placement Organisation Requirements

Churches or other Christian organisations that wish to have an intern with Pathways College must:

- be willing to provide organised and specific ministry opportunities to the particular intern, **and**
- be willing to supervise the particular intern as described in the *Supervision Handbook*.

D.9. Graduation Requirements

Interns who achieve a minimum of 60 credits in the required subjects qualify for the Certificate in Christian Ministry (Internship) (level 5).

D.10. Orientation Programme

At their first block course students are taken through a comprehensive orientation programme covering academic and placement requirements and advice, and support structures and services available. Students may contact their Supervisors and/or College staff for ongoing advice and support as and when required.

D.11. Supervised Practice

Supervisors meet interns for at least 1½ hours per fortnight. By arrangement with the supervisor, the ministry experience can also reflect the same interest as that selected for the elective.

D.12. Ministry Internship Co-ordinator

The Pathways College Ministry Internship (MI) Co-ordinator provides overall guidance to interns and supervisors, as described in the *Supervision Handbook*.

D.13. Certificate in Christian Ministry (Internship) Curriculum

Courses:	Course Code	Semester	Credits
Supervised Ministry Experience (30 credits):			
Supervised Practice 1 - Worship Leading	NS16.515	1	15
Supervised Practice 2 - Worship Leading	NS26.615	2	15
Biblical Studies for Ministry (8 credits):			
Interpreting the Bible	NB1.508	1	8
Theology for Ministry (12 credits):			
Systematic Theology	NT3.407	2	7
Christian Service Electives (8 credits):			
Worship: Celebrating the Good News	NM20.508	1 & 2	8
Personal and Professional Development (10 credits):			
Worship Workbook	NP10.507	1 & 2	7
		Total:	60

D.14. Certificate in Christian Ministry Course Descriptions

See Course descriptions beginning Page 21

E. DIPLOMA IN MINISTRY (Pastoral Leadership)

Pathways College has a partnership with Carey College to train and develop pastors for Brethren churches. This utilises the experience of Carey in training pastors and the ability of Pathways to organise placements and mentoring.

A student can complete the Bachelor of Applied Theology through Carey College, and over those three years (more if part-time) also work on a Diploma in Ministry (Pastoral Leadership) jointly through Pathways and Carey Colleges.

This Diploma in Ministry (Pastoral Leadership) is available to accepted applicants who, in addition to being suitably endorsed by a church or a similar organisation, are perceived as possessing gifts and calling which may lead into church pastoral responsibilities, part or full-time.

The Diploma in Ministry (Pastoral Leadership) is not a stand-alone award. It is integrated within the academic framework of the Bachelor in Applied Theology from Carey College (see diagram below) and is offered only to students undertaking this degree. Students who have already completed an equivalent or higher qualification in Bible/theology/ministry may apply for special entry.

The Diploma in Ministry (Pastoral Leadership) is specifically planned for those who desire to do theological and practical training in preparation for pastoral leadership.

The Diploma recognizes that:

- pastoral leadership is undertaken in many different settings
- there are different types of pastoral staff within the church
- there are different ways of doing church

The specific interests and callings of the students would be reflected in course selection, fieldwork, and supervised experience.

The Diploma has the following components:

1. Teaching on ministry and church practice at Carey College and Pathways.
2. Peer support with other pastors in training at Carey College.
3. Ministry assignments at various Brethren churches.
4. Mentoring by a Brethren pastor, Pathways person and ministry supervisor.
5. Evaluation sessions with a group who are involved in their pastoral training.
6. Occasional workshops and retreats for two years after completing the programme.

E.1. Programme structure

1. Academic

Pastoral Leadership students are required to include the following courses within their Bachelor of Applied Theology [or, if offered special entry, to ensure that if these or similar courses are not already in their degree that they take them alongside their Diploma in Ministry (Pastoral Leadership) programme]:

- Introduction to Preaching
- Introduction to Pastoral Care
- Spiritual Leadership
- People of God
- Brethren Studies

2. Fieldwork

Church-based learning experiences are a key component of the programme. Pastoral Leadership students are required to spend 12 hours each week in church ministry (first year students are required only 6 hours in their first semester). It is recommended that students spend an 8-hour day plus Sunday in the church. This includes time for reflection and supervision.

In addition students are required to do summer placements for about 12 weeks between November and February. This is an opportunity to learn the reality of full-time ministry and get exposure to different

church contexts. Pathways will make every effort to negotiate church placements for students that will best assist them to learn and grow in the development of their pastoral skills. Students are required to submit written reflections on their ministry experience and meet with a ministry supervisor. A supervisor is assigned within the church to assist integration of knowledge, skill and character.

The aim of church-based learning is that students develop the ability to:

- Reflect theologically on church based experiences.
- Identify your strengths, gifts, and passions – developing the weaker ones and establishing the stronger ones.
- Work collaboratively within team and leadership situations.
- Set realistic goals.
- Take responsibility for your personal and spiritual growth and development.
- Establish accountability, support and encouragement networks.

3. Mentorship

Pastoral Leadership Students are to meet at least monthly with a mentor who is an experienced pastor. The purpose of the mentoring is to assist in the development of character and passion. The mentoring process explores the student's daily life in the areas of home, ministry and community in the light of Scriptures. A mentor is someone who is willing to journey with the student and give guidance in the areas of theological reflection and self-reflection. Pathways will guide in the choice of a mentor. A good mentor is someone who demonstrates maturity, wisdom, courage and grace. They have the willingness to speak into another's life and encourage reflective thinking.

Students will also meet regularly with the Pastoral Leadership Coordinator at Pathways. These sessions will help to integrate different components of the programme to enhance personal and ministry development.

4. Evaluation

Evaluation is an important part of the training process and will be received from designated Pathways staff, supervisors, mentors and peers, on a regular basis. Each year there are two significant evaluations. Firstly, a mid-year review with the Pathways Pastoral Leadership Coordinator. Secondly, a more significant and robust review with the wider group of people involved in their training.

5. Pastoral Theology

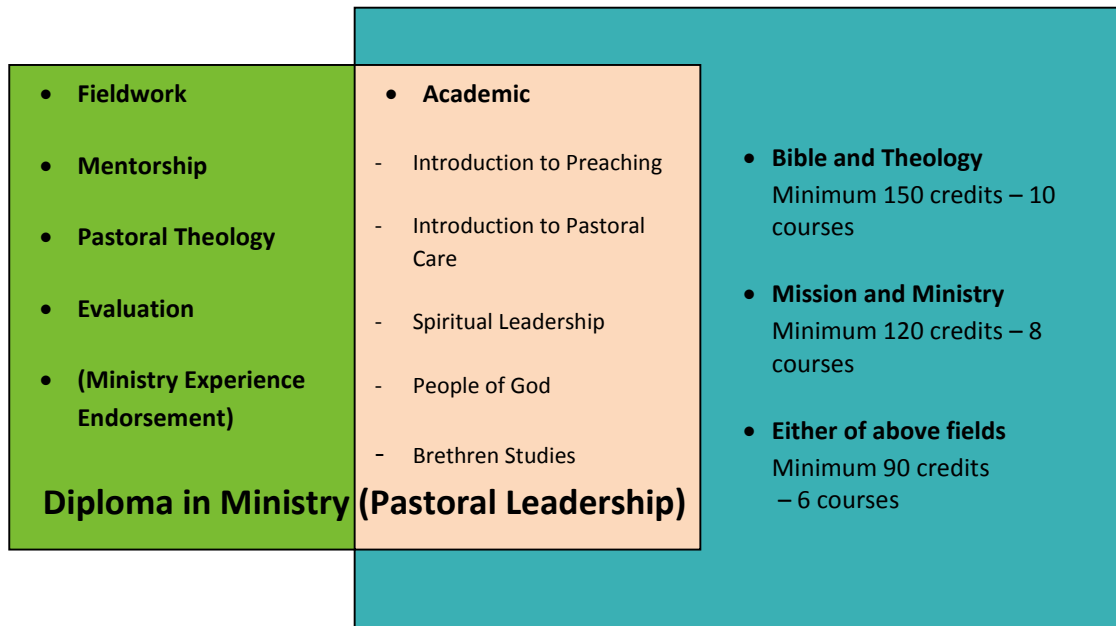
Pastoral Theology is a weekly 90-minute class organised by Carey College for all Pastoral Leadership students. A presentation on a pastoral leadership issue is given followed by 30 minutes of interaction in a peer formation group.

The purpose of this class is as follows:

- To develop an appreciation of how theology influences practice
- To develop strong pastoral leadership values, philosophy and culture within our students
- To synthesize your study, fieldwork, and experiences - attempting to look at them through pastoral lenses.
- To develop critical thinking skills, and understand the difference between idealism and realism.
- To provide a forum for discussion and reflection on current issues within the church and the world.
- To have input from both academics and practitioners.
- To interact with one another and develop relationships.
- To develop team building skills.

Students are also required to attend community worship, speaker's corner (to develop preaching skills) and lunch on Tuesdays (taking from 9 am to 1 pm). The Pastoral Theology programme is scheduled for 24 Tuesdays each year.

Students are required to keep a journal based on these class sessions and accompanying reading. The purpose of this journal is to consolidate understanding of these topics and connect theories to one's practical work and experiences.



E.2. Applicability of the Diploma in Ministry (Pastoral Leadership) Programme to Christian Brethren Churches

Bachelor of Applied Theology courses offered at Carey College are taught by Carey faculty (some of whom are members of Brethren assemblies) and from time-to-time will include input from Pathways staff. These courses overlap with requirements for the Diploma in Ministry (Pastoral Leadership) – see diagram below. The Bachelor of Applied Theology may be taken through distance education, attendance at classes at Carey's Penrose, Auckland campus, or a blend of these modes of learning.

In addition to the Diploma in Ministry (Pastoral Leadership) classes offered at Carey College there is specific lecture content and small group tutorials taught by Pathways College. These are directed to the particular ministry contexts for Brethren students. Attendance (on each Tuesday of the academic year) at these and associated Carey classes is a programme requirement. Note that the Diploma in Ministry (Pastoral Leadership) at both Carey and Pathways is only offered in the context of denominational endorsement; consequently loyalty is held highly and a denominational change during the programme excludes a student from the award.

A Pastoral Leadership student would graduate at the conclusion of their studies with a Bachelor of Applied Theology from Carey College and a Diploma in Ministry (Pastoral Leadership) jointly from Carey and Pathways Colleges.

Graduates with the Diploma in Ministry (Pastoral Leadership) are offered an important further recognition, earned during the following two years of pastoral leadership: a Ministry Experience Endorsement. This is designed to facilitate successful entry into pastoral responsibilities, encourage the consolidation of gift and competency, and establish lifestyle disciplines which undergird longevity in ministry. The opportunity to participate in the programme of ministry development offers graduates (and churches) two years of supported, mentored, and reflective pastoral experience. It is also available to other pastoral workers within the Brethren movement whose training and equipping has been through other institutions.

At the satisfactory conclusion of the above process of ministry development, and in association with their church, Pathways offers a ministry experience endorsement to the Diploma in Ministry (Pastoral Leadership).

E.3. Further information

For further details on the Bachelor of Applied Theology and Carey's Diploma in Ministry (Pastoral Leadership) see – www.carey.ac.nz

Further details about the Diploma in Ministry (Pastoral Leadership) are available through Pathways College. For application papers, schedule of fees, course requirements and scholarship possibilities - write to or email The PL Coordinator, Pathways Bible and Mission College info@pathways.ac.nz

12. COURSE DESCRIPTIONS (GENERAL STREAM)

Supervised Practice

NS10.530	SPCM1: Establishing Approved Practice: Establishing a balance between Ministry, academics and spiritual formation.
NS14.530	SPCS1: Developing the skills to plan ministry and provide feedback to those who have supported you spiritually and financially for the year in your faith step
NS16.515	SPCertCM1: SOWL: Establishing Approved Practice: Establishing a balance between Ministry, academics and spiritual formation.
NS20.630	SPCM2: Designing a Plan of Ministry: Designing a plan for your specific ministry: vision, values and goals.
NS24.630	SPCS2: Spiritual formation within the context of planning for your own ministry and getting a wider global perspective of other ministries and their strategies.
NS26.615	SPCertCM2: SOWL: Designing a Plan of Ministry: Designing a plan for your specific ministry: vision, values and goals.
NS30.635	SPML1: Reflecting on Ministry Effectiveness: An integrative course that introduces the student to the critique of ministry effectiveness.
NS40.635	SPML2: Reflecting on Ministry Styles: An integrative course that assists the student in reflecting on ministry values.

Biblical Studies for Ministry

NB1.508	Interpreting the Bible: Building a method for opening the Bible up so that it can be interpreted and applied accurately.
NB2.508	The Gospels – Mark: Discussing, describing and clarifying the literary features, context and meaning of selected passages in the Gospel of Mark.
NB3.506	Old Testament Themes: This course will provide an introduction to Old Testament Theology, focusing on The Nature of God; The Nature of Humanity; and The Nature of Redemption.
NB4.506	Galatians: Exploring theological themes in Galatians and how they contribute to its overall message.
NB5.605	Acts: Understand the way the message and patterns of Christian mission from the book of Acts apply to the life and mission of the church today.
NB6.604	God's Mission in the Old Testament: God has always been one to draw all people to Himself. Cross-cultural mission is not something that began in the book of Acts. This course looks at God as one who does this through a variety of ways in the OT and addresses the primary question of 'In the OT does God bless the nation of Israel to draw others to Himself, or does he actively send his people out as missionaries?'
NB7.607	Romans: An exposition of selected texts in Romans with a view to understanding the purpose, structure, themes and message of the letter in its context.
NB8.604	Christ and Culture: The aim of this course is to raise the student's awareness of culture and consider what a Christian approach to culture might look like. The student will be equipped to analyse cultural artefacts and trends and be given a paradigm for considering how she/he might influence culture for Christ.

Personal and Professional Development

- NP3.402 Spiritual Formation 1: Why do so many Christians desire to grow deeply in their relationship and submission to Christ but fail to do so? This course leads the student through a discussion of many of the basic essentials of discipleship – the importance of a quiet time, being a true servant of Christ, different ways we connect with God, and what it means to live a life of worship.
- NP5.502 Spiritual Formation 2: This 2nd year course continues to lead the student through further discussion of the essentials of discipleship to greater establish their devotion to Christ.
- NP6.608 Research Paper: A self-directed course to assist interns in developing skills in using reading resources for personal professional improvement in selected areas of their ministry, by locating, accessing, interacting with and applying in their ministry, material in selected current journals, websites and significant books on an approved subject.
- NP10.507 Worship Workbook: This workbook covers four core components of Worship Leading; Practice, Performance, Pastoring and Planning.

Theology for Ministry

- NT1.504 Christian History: Beginning with Matthew 16:18 this course looks at the history of the church with a primary focus on key people through the centuries. The formation of the Canon, arguments around the Trinity and the divinity of Christ, the many councils, the split in 1054, the reformation and where the church is heading now are all discussed. The course also challenges the student reflect on the relevance of church history and the incredible faith of these saints in relation to their community and ministry now.
- NT3.407 Systematic Theology: Who is God? What is he like? How can we know him? What are we here for? Where are we going? These and other questions are addressed in systematic theology as we survey the major beliefs of the Bible and how we as Christians are to think in line with Holy Scripture, following Jesus Christ, illuminated by the Holy Spirit, and honouring the Father in our head, hearts, and hands, using Wayne Grudem's, Systematic Theology as our text.
- NT4.503 Christian Ethics: Discussing how a range of sources contributes to ethical decision-making by Christians.
- NT5.503 Pastoral Care: Pastoral Care involves assisting people live and grow and heal in Christ centred ways. The experiences of both the difficulties and the adventures of being alive become the stuff of that living and growing and healing
- NT6.504 Biblical Leadership I: Almost all serious Christians are called to be leaders. Whether one is leading a small group, a small or large ministry in the church or is involved in Eldership all must understand the essential characteristics of a leader. The course discusses different leadership styles and looks at many of the key principals one needs to lead effectively in the local church.
- NT11.604 Being Church: A review of present evangelical ecclesiologies of the church, an exploration of the concept of missio Dei and its implications for being church today. Discover and apply new understandings for being church when examined from a missional perspective.
- NT12.603 Service and Self-Image: Understanding the nature of service and healthy self-image for Christian leadership.
- NT13.605 Biblical Leadership II: This course is designed to help the student consider the key skills and attitudes that Christian Leadership requires, and to develop a clear pathway that will allow the student to lead others.

Christian Service elective - offered from among the following:

- NM10.508 Preaching: Communicating the Good News: Many people can stand in front of a church and talk, but preaching for real life change is something much deeper. Although preaching is a gift of God there are many skills and key steps a person needs to understand to be an effective communicator of the word of God. This course looks at sermon preparation, different preaching styles and audiences, the importance of illustration and application, and the place of prayer in sermon preparation among many other topics.
- NM20.508 Worship: Celebrating the Good News: Understand the purpose and context of worship, including the role of music in Christian worship. Get to grips with organising a worship service. Co-ordinate a Christian ministry event involving a team of artists.
- NM30.508 Youth Ministry: Growing Disciples of Jesus: Understand key principles for effective youth ministry and assist another Christian young person with personal spiritual growth.
- NM35.508 Ministry Among Children: Understanding children, faith, and nurture: Jesus' concern for the vulnerable, the biblical emphasis on the critical importance of the next generation, and the need for action undergirds this course dealing with ministry to children.
- NM45.508 Mission: Living the Good News Cross Culturally: An introduction to missions designed to help the student learn and understand its biblical, theological and historical foundations, and then to engage in grappling with strategic and contemporary issues as they relate to missions.
- NM60.508 Christian Camping: Professional Practice: Coordinate a Christian camping ministry event. Plan and supervise daily housekeeping and hospitality operations, or food contamination hazards and control methods.
- NM70.508 Evangelism & Discipleship: Understand the biblical concept of a disciple of Christ, how to apply the principles to your own life and how to make disciples in your local context.

13. COURSE DESCRIPTIONS (ISM STREAM)

Theology for Ministry

- NT8.405 Being a Disciple: Principles of discipleship and their application.

Christian Service elective

- NM71.505 Discovery of your Evangelism Style and its Use: Develop an understanding of the gospel, discover personal evangelism style, insight into the culture in which evangelism will be done, and share the gospel with others. Supervised learning on how to evangelise according to one's style and giftings, and discover contemporary models of evangelism used in specific cultures.
- NM72.505 Making Disciples: Create a learning situation by which the student can learn about and engage in making disciples in an approved ministry context.
- NM75.508 Developing a Philosophy of Ministry: Combining ministry and life experience and the influence ministry has on choices made.

Personal and Professional Development

- NP9.405 Balanced Living: Principles of balanced living and personal management and their application.
- NP13.505 Focus on the Future: Preparation for life beyond the internship (e.g., career, further education) and re-entry to one's home country / culture.

14. RECOGNITION OF PRIOR LEARNING

Pathways College recognises Prior Learning (RPL) in the following ways:

1. recognising prior learning in a formal situation for which NZQA-approved credits of an appropriate level have been awarded to the applicant by another institution, or
2. recognising prior learning undertaken at a reputable tertiary establishment using another credit system which can be objectively translated into NZQA level and credit equivalents, or
3. recognising prior learning undertaken in informal situations for which no credit has been awarded, and for which no straightforward NZQA level and credit equivalence is available. For example work experience in an area related to the selected Pathways qualification.

RPL can be applied at the time of application where a student does not meet the standard entry criteria. For more information or to be considered for RPL contact the College info@pathways.ac.nz



15. ADJUNCT FACULTY AND TEACHING STAFF

Alan Thorp, Th.M., B.Com
Galatians, Romans

Alicia Kant
Christian Camping

Andrew Cox, BA, B.Com, PGDipTh
Discipleship

Clint Craig
Biblical Leadership

Craig Ashby
Christian History

Craig Barrow, M.Div (Hons), B.A. (Theol), Dip.Bib.S
Systematic Theology, Biblical Leadership, Spiritual
Formation, Preaching

Donna Peary, RGON, B.Couns
Service and Self-image

Emma Stokes
God's Mission in the Old Testament

Hamish Thomson, M.Th, B.Th,
Ethics

Janeen Mills, BA
International Student Ministries (ISM)

Jeffrey Orr, M.C.S., B.Th., AdvDip
Acts, Being Church

Jeremy Suisted, BCS
Old Testament Themes

Richard Goodwin
Christ and Culture

Richard Opie, M.Th.
Pastoral Care

Russell Thorp
Missions

Tom McIvor, Dip (NZABS)
Youth ministry

16. BOARD OF TRUSTEES

Chairperson
Gordon Fountain, CA, B.B.S, NZIM (Auckland)

Treasurer
Alan Thorp, Th.M., B.Com (Auckland)

Board members
Karen Brookes (Auckland)
Rochelle Hockly, BN, RN, DipCM (Wellington)
Steve Murray (Tauranga)
Andrew Mitchell
Phil Tait

Ex Officio Member
Craig Barrow, M.Div (Hons), B.A. (Theol), Dip.Bib.S, Principal

17. GENERAL INFORMATION

TYPICAL CALENDAR YEAR

Pathways College academic year runs from February to early December. There are two semesters. Semester break and study breaks typically fall during secondary school holiday periods.

The College observes all normal public holidays and Auckland Anniversary Day.

The 2016 Ministry Internship programme year:

Semester One 2016	14 th Feb – 8 th July (midterm break 16 th April – 22 nd April)
Semester Two 2016	24 th July – 9 th Dec (midterm break 24 th Sept – 30 th Sept)

BLOCK COURSES: 2016

- Block 1: 14th - 19th February
- Block 2: 3rd - 8th April
- Block 3: 29th May - 3rd June
- Block 4: 24th - 29th July
- Block 5: 4th - 9th September
- Block 6: 30th October - 4th November

In 2016 all block courses will be at Totara Springs Christian Camp in Matamata.



18. FEES

The following information outlines Pathways College fee arrangement for various programmes and types of students. Like you we also rely on God. He helps us through Christians who give donations to support Pathways College.

The current fee schedule can be found in the "Pathways Brochure" document or the separate Fee Schedule available on the Pathways website.

INFORMATION - FEES

a) Cost of Education

Students are not charged the full cost of education. In setting fees, the Pathways College Board takes into account donations that may come from supporters and stakeholder churches and any government funding.

Non-domestic (visa/permit) students are not allowed to be subsidised by any New Zealand government funding paid to Pathways College, so Pathways College must charge non-domestic students a fee more in line with the cost of education provided.

b) Resources to Enable Your Education

Students are encouraged to share with the leadership of their church about their plans, their need for prayer and financial support while training.

c) Student Study Loans and Allowances

The majority of full-time New Zealand resident students studying our *Diploma in Christian Ministry (Internship)* programme are eligible to apply to StudyLink for a government tertiary student loan and/or allowance, provided they meet the criteria. These loans and allowances are **not** available to:

- overseas students
- part-time students
- students who have used up their allowance on other studies
- students who elect to be self-funded or funded independently
- students enrolled in a non-funded programme

A student who undertakes 96 credits or more per year is considered full-time.

Students may apply for a student loan for tuition fee/course costs and, if studying full-time, living costs, however a loan cap applies. See <http://www.studylink.govt.nz/> for details.

Student loans/allowances are only available for courses approved for funding. Students studying our non-funded Certificate in Christian Ministry (SOWL), Diploma in Christian Studies, or Diploma in Ministry Leadership programmes are **not** eligible to apply for a Loan or Allowance. Further information is available from the Pathways office.

PAYMENT OF FEES

a) Domestic Ministry Internship students (DipCM, DipCS and DipML)

The \$50.00 non-refundable Registration Fee (new students only) is payable upon application.

A late payment fee of \$100.00 is required if applying after a programmes cut-off date.

All tuition and accommodation fees are due prior to the first day of study. Studylink will pay this directly to Public Trust on behalf of students using the student loan option.

b) Domestic Diploma in Ministry (Pastoral Leadership) students

Contact the Pathways office for details.

c) International Students

International Students are required to pay all fees in advance as a condition of their student visa application.

d) Payments

All student fees are paid directly to Public Trust. In accordance with the fee protection rules (refer Student Fees Protection) administered by NZQA, Pathways College uses the Public Trust to protect all fees paid by students in connection with their study. Public Trust transfer these funds to the College in monthly instalments spread over the enrolment period.

Students will be provided with an invoice that includes all fees and payment details for Public Trust. To find out specific fees relating to a qualification refer to the College fee schedule which is available on the Pathways website.

e) Penalty for Late Payment

While there is no late payment penalty for unpaid tuition and accommodation fees, applicants may be prevented from commencing study at the start of a semester or withdrawn from the College completely.

Students may ask about special financial arrangements. The College's policy is to work with students who are struggling with fees, recognising that every person's situation is unique. The Principal is available to discuss matters and to come to definite arrangements on how fees will be paid. However it should be clearly noted such an arrangement will only be granted in exceptional circumstances.

Nevertheless the right to continue studying or to begin attending a new block course's lectures may be withdrawn if fees are not paid.

Where a student has not fulfilled their financial obligations to Pathways College,

- they will not receive academic results
- they will not be re-enrolled as a Pathways College student
- they will not be entitled to obtain a copy of their academic transcript
- they will not be entitled to receive their certificate or diploma.

f) Additional Costs

Students should budget for incidental expenses not within the tuition and accommodation costs, where these apply to their personal requirements. These include:

- Personal expenses: stationery, pocket money, travel, telephone calls, postage, personal contents insurance, snacks, toiletries and clothes
- Travel to block courses
- Bible study books to build up your own study resources.
- Childcare facilities
- Medical and travel insurance. Note medical insurance is a compulsory NZ Immigration requirements for overseas students.
- IELTS (or an equivalent) English Language proficiency test

g) Scholarship for Maori Students

A scholarship fund administered through Steward's Trust is available to assist Maori students to meet their fees at Pathways College. Eligibility for this scholarship is limited to students who intend to assist in Maori Christian work in New Zealand in association with Christian Brethren churches. While a significant scholarship may be granted it is unlikely to meet 100% of study costs so will also need to make a contribution from their own funds. For further details applicants should contact the College Principal.

h) Full-time student scholarships

Partial scholarships are available to suitable candidates from year to year. Consideration will be given, but not limited to, those already involved in Christian ministry and to interns who are working in Christian Brethren churches or organisations. Prospective candidates should contact the Principal for more information.

i) Student fees protection:

In accordance with government regulations, your fees are protected from situations which may see our institution having to close. Pathways College has chosen to use a New Zealand Government guaranteed Student Fee Trust Account managed by the Public Trust to protect your fees.

In the unlikely event that Pathways College should fail financially, the Board will reimburse student's fees under the same conditions stated in the withdrawal and refunds section above. There will be no deduction of an administration fee.

j) Refunds and Withdrawals

When a student is considering withdrawal from a programme, he or she should discuss matters with the Principal as early as possible. In the event a student has to withdraw from their programme of study the following refund policy will apply. This is based on, and exceeds the minimum requirements defined by NZQA. (A full definition of NZQA's refund policy can be viewed online at www.nzqa.govt.nz, search for key words "Student withdrawals and refunds").

Domestic Students:

Withdrawals within the first eight days:

A full refund of tuition fees, excluding any applicable registration and administration fee, will be granted to any domestic student withdrawing from a programme before its start date or up to and including eight days after the commencement of study.

Any registration and/or administration fees deducted from the refund will not exceed the lesser amount of up to 10% of the tuition fee or \$500.

The unused portion of any paid accommodation costs will also be refunded.

Withdrawals after eight days:

Domestic students who withdraw after the standard eight day period are not entitled to a refund of tuition fees. In such cases any refund will be at the sole discretion of the Principal, and will be less any registration and administration fee the student may have incurred. In the first instance the student should apply in writing to the Principal outlining any extenuating circumstances that may have contributed to the withdrawal, and include a medical certificate if the withdrawal was health related.

Other Considerations:

1. If after eight teaching days it becomes apparent to the student or to the staff that the student's course level is inappropriate, the student may transfer to another programme of study without penalty. If the replacement qualification attracts higher tuition fees the student will be responsible for meeting the difference.
2. Any refundable part of a Student Loan will be returned directly to Study Link.

International Students:

Withdrawals within the first fourteen days:

A full refund of tuition fees, excluding any applicable registration and administration fee, will be granted to any international student withdrawing from a programme before its start date or up to and including fourteen days after the commencement of study.

Any registration and/or administration fees deducted from the refund will not exceed 25% of the tuition fee.

The unused portion of any paid accommodation costs will also be refunded.

Withdrawals after fourteen days:

International students who withdraw after the standard fourteen day period are not entitled to a refund of tuition fees. In such cases any refund will be at the sole discretion of the Principal, and will be less any registration and administration fee the student may have incurred. In the first instance the

student should apply in writing to the Principal outlining any extenuating circumstances that may have contributed to the withdrawal, and include a medical certificate if the withdrawal was health related.

Other Considerations:

1. If after fourteen teaching days it becomes apparent to the student or to the staff that the student's course level is inappropriate, the student may transfer to another programme of study without penalty. If the replacement qualification attracts higher tuition fees the student will be responsible for meeting the difference. In this event it will also be necessary to apply to the New Zealand Immigration service for a variation in visa conditions.

Student Fee Refund Flow Chart

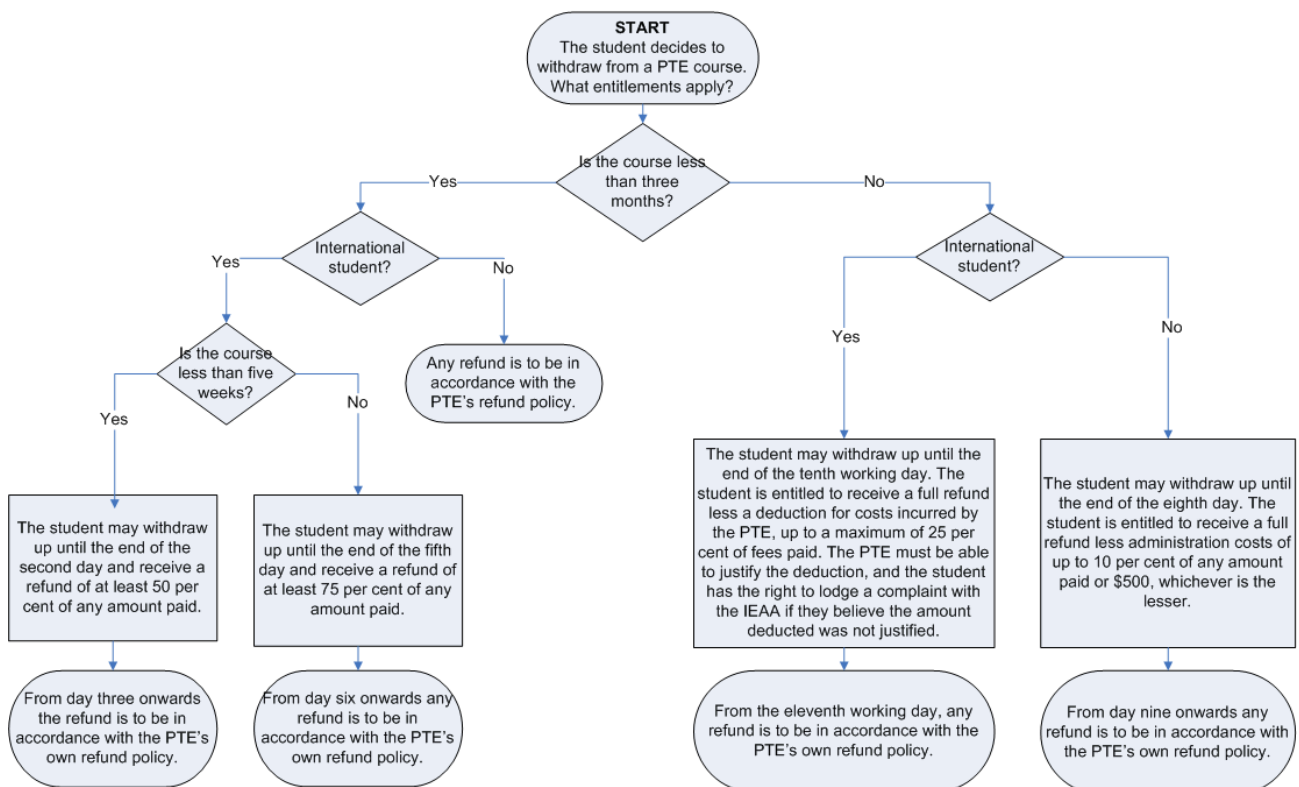


Figure 1: Student Fee Refund Flow Chart © NZQA

19. APPLICATION REQUIREMENTS AND PROCEDURES:

Domestic Students

a) *How to apply:*

Enrolment forms and fee schedules are available for download via the Pathways website. Contact the College if you would prefer an enrolment pack be posted to you.

Once all enrolment forms have been completed either post or email them to the College. Contact details for enrolments are as follows:

Website: www.pathways.ac.nz/page/enrol/

In Person: 7 Oak Lane, Judea, Tauranga

Phone: (+64) 7 571 6981

Freephone: 0800 272 849

Email: enrolments@pathways.ac.nz

At the same time enrolment forms are returned to the College the non-refundable application fee of \$50.00 must be paid (new students only). Either send a cheque or pay via Internet banking (preferred option). Account details are:

Account Name: Pathways College of Bible and Mission

Account Number: 12-3051-0349599-00

Reference: *enter your surname and initial*

Note this is the only time this account should be used. All other fees will be paid directly to the Public Trust. Details for payment of other fees are provided on the invoice sent out with the Offer of Place confirmation letter – see below.

b) *Offer of an Academic Place:*

On receipt of a complete application, the Academic Committee considers the application and recommends acceptance or not. A letter to all applicants advises them of the decision. An academic place is offered to successful applicants.

At this point it is advisable to apply for student loans and allowances if you intend paying for tuition and accommodation using this option. This will help avoid delays in processing by StudyLink. Not all qualifications are eligible so refer to the relevant fee schedule for more information.

c) *Payment of Fees*

The letter offering an academic place to successful applicants will include an invoice for the fees and costs due together with a personalised *Public Trust Application* form and details on paying fees direct to the Public Trust Student Fee Trust Account. Payment of Pathways College fees is by personal NZ cheque, bank cheque, electronic transfer, or cash, and should be made directly to the Public Trust using the information provided on the invoice.

d) *Acceptance of the Offer of an Academic Place:*

In order to accept the offer of place, you must then

- confirm in writing your acceptance of the offer of an academic place,
- complete and return the Public Trust *Application Form*,
- supply any other information requested in the *Offer of Place* letter.

e) *Acceptance into Pathways College Programme:*

Upon completion of all the requirements for acceptance of the academic place listed above, you will be issued an acceptance letter.

International Students

a) Code of Practice for Pastoral Care:

Pathways College of Bible and Mission has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students. Copies of the Code are available from the New Zealand Qualifications Authority website at:

www.nzqa.govt.nz/studying-in-new-zealand/coming-to-study-in-new-zealand/international-student-care/

b) International student status:

International Student Fees apply to students who are not New Zealand or Australian citizens, or hold permanent residence status in these countries, on the first day of the semester for which fees are charged. This includes international applicants currently residing in New Zealand.

c) English Language Proficiency:

Applicants from countries where English is not one of the official languages, and/or where their primary or secondary education was not completed using English as the main teaching language, must provide evidence of English language proficiency. Normally this is in the form of IELTS test results (or its approved equivalent).

To enrol in a level 5 programme (e.g. Diploma in Christian Ministry) the minimum requirement is an Academic IELTS score of 5.5 with no band score lower than 5. For a level 6 programme (e.g. Diploma in Ministry Leadership) the minimum requirement is an Academic IELTS score of 6 with no band score lower than 5.5.

d) Immigration:

Full details of immigration requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available from Immigration New Zealand, and can be viewed on their website at www.immigration.govt.nz.

e) Eligibility for Health Services:

International students are not entitled to Government funded health services while in New Zealand and must have medical insurance to cover the period they intend to stay in NZ. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on their website at www.moh.govt.nz.

f) Accident Insurance:

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents, and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at www.acc.co.nz.

g) Medical and Travel Insurance:

As a consequence of e) and f) above, International students must have appropriate and current medical and travel insurance while in New Zealand.

f) How to apply:

Enrolment forms and fee schedules are available for download via the Pathways website. Contact the College if you would prefer an enrolment pack be posted to you.

Once all enrolment forms have been completed either post or email them to the College. Contact details for enrolments are as follows:

Website: www.pathways.ac.nz/page/enrol/

In Person: 7 Oak Lane, Judea, Tauranga

Phone: (+64) 7 571 6981

Freephone: 0800 272 849

Email: enrolments@pathways.ac.nz

At the same time enrolment forms are returned to the College the non-refundable application fee of \$50.00 must be paid (new students only). Either send a cheque or pay via Internet banking (preferred option). Account details are:

Account Name: Pathways College of Bible and Mission

Account Number: 12-3051-0349599-00

Reference: *enter your surname and initial*

Note this is the only time this account should be used. All other fees will be paid directly to the Public Trust. Details for payment of other fees are provided on the invoice sent out with the Offer of Place confirmation letter – see below.

h) Application requirements:

We require full completion of Pathways College enrolment forms, certified copy of passport (or other verification of date of birth, name and nationality), certified copy of previous academic achievements, two referee reports, certified copy of achievement in English language test results or other evidence of English language ability and passport-size photograph (email this).

i) Offer of an Academic Place:

On receipt of a complete application, the Academic Committee will consider the application, including the suitability of the requested programme to the student's intentions, and will recommend acceptance or not. A letter to all applicants will advise them of the decision and the reasons why. An academic place is offered to successful applicants.

j) Payment of Fees

The letter offering an academic place to successful applicants will include an invoice for the full fees and costs due together with a personalised *Public Trust Application* form and details on paying fees direct to the Public Trust Student Fee Trust Account. Payment of Pathways College fees is by bank cheque or bank transfer. An official receipt will be included with our acceptance letter.

It is a student visa requirement that all tuition and accommodation fees are paid before a visa will be granted. Applicants will receive an invoice outlining the fee amounts and payment options when they receive the Offer of Place confirming acceptance.

A Fee Schedule for each Pathways qualification is available on the College website.

k) Acceptance of the Offer of an Academic Place:

In order to accept the offer of place, you must then

- confirm in writing your acceptance of the offer of an academic place,
- pay tuition and accommodation fees in full,
- arrange for travel and health insurance and provide details of these for our approval,
- advise details of living arrangements for our approval,
- complete and return the *Public Trust Application* form,
- supply any other information requested in the *Offer of Place* letter.

l) Acceptance into Pathways College Programme:

Upon completion of the requirements for acceptance of the academic place and approval of insurance and living arrangements, you are issued an acceptance letter, a receipt for fees paid, and a letter for Immigration New Zealand to facilitate an application for a permit/visa.

m) Other Immigration Requirements:

You will need to arrange for full medical and travel insurance for the period of your study and will need to send us copies of these details for our approval before applying for a student visa. We recommend you consider visiting www.scti.co.nz or www.uni-care.org for more information.

Immigration New Zealand also requires a *Temporary Entry X-Ray Certificate* for applicants from countries that are not low-risk areas for tuberculosis. For details, refer to their website www.immigration.govt.nz.

n) Accommodation Arrangements:

Pathways College does not provide accommodation and you will need to make your own arrangements for accommodation during your studies except for the 6 block course intensives.

If required, we will assist you in finding suitable accommodation near the church or Christian organisation you are placed with. Since this depends on where in the country you will be interned, contact us four months prior to commencement of your study and we will be able to assist in both finding church placement and accommodation.

The cost of accommodation varies widely depending on where you intend to stay. Typical rents for an unfurnished two-bedroom house in Auckland, one of the most expensive places to live in NZ, start at approximately \$370 per week. This does not include utilities like electricity and telephone. A single room in a flat will cost around \$200 per week excluding food and electricity.

o) Obtaining a Visa:

Before Immigration New Zealand issues the necessary student visa, international students must

- show you have an offer of academic place at Pathways College
- show you have paid your full Pathways College tuition fees and other costs for your whole programme
- show you have arranged appropriate accommodation for the period of your study
- have satisfied Immigration New Zealand of sufficient funds to support yourself for the period of your study. Immigration New Zealand will accept \$10,000 per year (per person) as well as funds for an outward ticket as sufficient. Alternatively a third party may provide a *Financial Undertaking for a Student*, as a guarantee of accommodation or a guarantee of payment of accommodation costs and living expenses.
- show proof that you plan to leave New Zealand after completing your studies.

All applicants should visit the NZ Immigration website for a more detailed explanation of visa requirements www.immigration.govt.nz/migrant/stream/study/

p) International Student Welfare:

Upon request, Pathways College will assist International Students with:

- Accommodation
- Driving laws and requirements
- Academic course advice
- Health and welfare information and services
- New Zealand laws
- Information and advice on addressing harassment and discrimination

20. THE PRIVACY ACT

Pathways Bible and Mission College, like all other teaching bodies involved in the collection, storage and use of personal information about its students, is required to meet the obligations of The Privacy Act (1993).

This Act of Parliament requires Pathways College to obtain a student's approval for the collection and use of personal information required to enrol them in a programme of study, monitoring of study progress and for conferring an award when a programme is successfully completed.

Such information may also be required by Pathways College for the following reasons:

1. To give pastoral and vocational guidance where needed;
2. To provide confidential reports, when requested, to institutions considering a student for further positions of training and service;
3. To meet the reporting requirements of New Zealand Qualifications Authority and the Ministry of Education, who are also required to safeguard the security of such reports;
4. To foster and enhance community life within the Pathways College community. (Pathways College community is defined as being students and their families, General and Academic Staff, Board members and support workers.)

This information will be made available for a student's perusal, except where it is written in confidence by Pathways College personnel at a student's request, or supplied to Pathways College on a confidential basis by a person approved by the student.

It will not be used for any other purpose without a student's consent. While a student remains enrolled at the College they will be asked to update it from time to time.

The College also uses personal information, in a general sense, for statistical or research purposes, but not in any way by which an individual can be identified.

Should Pathways College cease to operate as a tertiary teaching college, the Ministry of Education requires Pathways College to hold a student's consent to transfer formal academic records held by the College to the Ministry of Education for safe keeping, and for other confidential material concerning students to be destroyed.

By signing the Pathways *Enrolment application form* students give their consent for Pathways College to receive, hold and use personal information regarding them for the above purposes. Subject to the limited uses stated above, the College will keep that information secure and confidential. Since Pathways College is an educational institution, formal academic records will be kept but personal information will be destroyed whenever the College decides it is no longer necessary for College purposes to retain that information.

21. FACILITIES

Accommodation

Pathways College does not provide accommodation and you will need to make your own arrangements for accommodation during your studies. The College can help International Students find suitable accommodation upon request. Accommodation is provided for block courses.

Library

Pathways College has excellent library facilities with a large selection of over 10,000 volumes, which may be borrowed by students. The library catalogue is accessible online. Pathways College subscribes to a number of theological journals.

While the cost of using the library is included in the College's tuition fees students are liable for the replacement cost of any library materials not returned.

For interns, Pathways also makes available course-related books relating to the specific subjects of the course. All borrowed materials are to be returned to the College prior to graduation.

Interns are able to borrow from the College library, with books to be returned by the next block course or seminar day. The catalogue can be viewed online; access is via the Pathways college website: www.pathways.ac.nz/library.htm

Any books you borrow will be posted to you. They can be returned to the College by post at the borrowers expense, or returned to a staff member at the next available block course.

22. COMPLAINTS PROCEDURES

We are required by the New Zealand Qualifications Authority to advise students of the complaint procedure at Pathways College for student grievances.

1. In the first instance, any student with concerns about an individual staff member, problems with studies or general course matters, should see the staff member concerned, or in the case of internship students, their supervisor or the MI co-ordinator.

Should the matter remain unresolved, the Principal should be approached. Dialogue between the student, the staff member and the Principal will follow, in order to resolve the matter.

Should there be any problem of a serious nature a formal written complaint must be made in writing to the Principal. The letter should clearly describe the nature of the complaint with suitable proofs of substantiation. The Principal with one other faculty member will work through the complaint with the student in order to resolve the matter. The student may choose another person (including another student) to support him/her in the interview.

2. Any student with a complaint against him/her must be given the right of reply and a fair hearing in the presence of the Principal and one other faculty member, including any person who attends in support of the student. Complaints are usually resolved at this level.
3. The Chairman of the Board (or his deputy) is available only as a last resort. Complaints must be made in writing through the Principal.
4. In the event that the grievance has not been resolved under points 1 through 3, the student has the right of appeal to the New Zealand Qualifications Authority. Visit the NZQA website to download a Formal Complaint Form, or to access more information

NZQA Contact details for complaints:

The Complaints Officer
P.O. Box 160
Wellington 6140

Telephone 0800 697 296

Email gadrisk@nzqa.govt.nz

5. In the event that the grievance has not been otherwise resolved, International Students may further contact the International Education Appeal Authority Tribunals Unit at www.justice.govt.nz/tribunals/international-education-appeal-authority or by emailing ieaa@justice.govt.nz or by telephone on 04 462 6660.

23. DISCIPLINARY PROCEDURES

Overview

Pathways College expects that its students will comply with the rules and regulations governing student life while participating in College programmes. Matters of a general disciplinary nature are the responsibility of the Principal. Any academic problems will be referred either to the Principal or a suitably qualified staff

member. Pathways College puts a high expectancy on servant leadership and believes that the College environment is a good place to practice such principles.

Rationale

In a Bible and mission college such as ours it is our aim to encourage all students to exercise a concern and respect for others and to foster spiritual development and learning. To promote these goals, the College will encourage the practice of self-discipline, self-motivation, courtesy and cooperation.

The College will also work to ensure there is a safe learning environment where staff and students strive together for excellence.

When a student's behaviour is not appropriate to the College's published aims and goals, disciplinary steps will be taken to ensure the behaviour is changed and other students' progress is not jeopardised.

Policy

Pathways College expects that its students will comply with the guidelines as listed in the Prospectus. By virtue of enrolment, students agree to complete their study within the framework of these expectations. Where student's conduct may endanger the student, other students or staff, or adversely affect the positive learning environment maintained by the College, procedures have been established to manage such situations.

Although all misconduct is considered unacceptable and a breach of College guidelines, it is divided into two categories, each with its own remedial process and set of consequences.

General Misconduct:

This is considered to be a serious breach of College rules but the disciplinary action allows opportunity for the student concerned to correct their behaviour. General Misconduct includes:

- Bringing the College into disrepute
- Cheating and/or plagiarism (dependent on seriousness of conduct)
- Dissent – either in class, on practical assignment, or when engaged with College staff and faculty
- Non-attendance without a satisfactory explanation
- Non-compliance with a written or verbal instruction by College staff or faculty
- Participating in illegal activity (dependent on seriousness of conduct)
- Smoking in areas where this is not permitted
- Swearing or other such behaviour not befitting expected Christian character
- Tampering with emergency equipment e.g. smoke alarms or extinguishers

Serious Misconduct:

Unlike General Misconduct, serious misconduct will result in immediate suspension or expulsion from Pathways College. Depending on the situation the student may also be reported to the relevant authorities e.g. NZ Police or NZ Immigration. Serious Misconduct includes:

- Being found in possession of firearms, knives or other weapons
- Being found intoxicated or under the influence of drugs while attending a College sanctioned event such as block course or a practical ministry assignment
- Breaches of immigration/visa requirements
- Cheating and/or plagiarism (dependent on seriousness of conduct)
- Participating in illegal activity (dependent on seriousness of conduct)
- Physical assault of another student or staff member
- Sexual misconduct or harassment
- Theft, interfering with, or deliberate damage to, property belonging to another individual or the College

DISCIPLINARY PROCESS

General Misconduct

A student will be firstly issued a verbal warning. Should there be no improvement, then this will be followed by a written warning. Should there be subsequent problems, the student will be interviewed by the disciplinary

committee (Principal, MI Coordinator, Pathways College Board member). The student will have an opportunity to state his/her case and may be represented by another student or support person.

Subject to the outcome of that interview, the student may be issued with a written notice of expulsion. In that event, there will be a right of appeal to the Chairman of the Pathways College Board through the Principal. Should the grievance still not be resolved the student has the right of appeal to the New Zealand Qualifications Authority (refer page 42 for contact details). The student will be suspended from all College activities until the appeal outcome has been determined.

Serious Misconduct

Any student found guilty or complicit in an act of serious misconduct will be immediately suspended from study and associated activities. At this point the disciplinary committee will be convened and the student given opportunity to state their case or provide evidence of any extenuating circumstances. The student may be represented by another student or support person. Due to the serious nature of the misconduct a return to study is unlikely, and the student will be expelled from the College unless mitigating circumstances can be verified. The appropriate authorities will be notified if the misconduct is related to illegal activity. StudyLink will also be advised if the student is in receipt of a student allowance or loan. In all cases the student has the right of appeal to the New Zealand Qualifications Authority (refer previous page 41 for contact details).

24. STUDENT LIFE

Student Welfare & Support Services

All faculty members have an open door policy in regard to student access to them for assistance in all aspects of learning and spiritual development. Distance learning students may telephone or email faculty members and can expect a prompt response but at least within three working days. **It is important that students keep Pathways College informed of any situation that impacts upon their studies, so that College staff may assist in any way they can.**

Students must also advise the College of any change in their contact details.

College staff will guide students with advice regarding student allowances, loans and student services.

Assistance is available through specialist agencies for such matters as hearing defects or counselling. Contact with these is the prerogative of the student but advice may be gained through perusing available listings or seeking help through the Pathways College Office Administrator.

For students from countries outside New Zealand, pastoral and spiritual support help can be arranged with spiritual leaders in the appropriate language. Requests should be made through the Principal for these services.

Interns meet their Supervisor regularly for support and encouragement. Other full-time students are assigned to a faculty member for weekly small group meetings for prayer and spiritual guidance. This faculty member accepts a pastoral responsibility for supporting and encouraging each member of the group. Faculty accept the privilege and responsibility of praying for all students.

Support is also available for students through their placement organisation and the local church they attend.

25. THE NEXT STEP

It is so exciting to think you may spend the next year seriously studying God, His word, and how you can be better equipped to serve Him. So where to from here?

1. Pray. Set aside some time, away from distractions, and spend time listening to God.
2. Talk to some wise mature Christians who know you. Explain why you want to study and where you think God might be leading you in the future. Ask them to pray for you and to let you know what they believe God is calling you to do.

3. Talk to your church leadership. If they have any questions ask them to call the College so we can clearly explain things.

26. CONTACTING PATHWAYS

Correspondence with the College can be made using these options:

Website: www.pathways.ac.nz/page/contact/

In Person: 7 Oak Lane, Judea, Tauranga

Phone: (+64) 7 571 6981

Freephone: 0800 272 849

Enrolments: enrolments@pathways.ac.nz

Pathways Online: online@pathways.ac.nz

General Enquiry: info@pathways.ac.nz

The information contained within this Prospectus is correct at time of printing (25 February 2016), however information and details are subject to change without prior notification. Copyright 2015, Pathways Bible & Mission College.