

TUITION ASSURANCE REQUIREMENTS

1 Course Assurance Statement

1. *Statement of Course Assurance*

Sydney College of Divinity (ABN: 39 002 653 036) is a body corporate and is registered on the Australian Qualifications Framework in the states of New South Wales, Queensland, Western Australia, and Tasmania. Before a body corporate or its students can receive grants or other assistance under the *Higher Education Support Act 2003* the body corporate must meet the Requirements specified in the Higher Education Provider Guidelines. Amongst other things, the Sydney College of Divinity must publish to all enrolling students a 'statement of course assurance' explaining the course assurance requirements and the method by which the requirements have been met in the course concerned. The Sydney College of Divinity has entered into an agreement with both the Australian College of Theology and Avondale College.

Sydney College of Divinity therefore advises that in the event that it is unable to continue to provide any of the courses listed in the schedule below, the Australian College of Theology and Avondale College will allow students enrolled in that course of study to enrol in the similar course or courses of study listed in the schedules below and to receive full credit for the units of study successfully completed as part of the course of study with Sydney College of Divinity.

In such an instance, the Australian College of Theology and Avondale College will:

- Provide incoming students with a place in the designated Alternative Course
- Provide incoming students with 'block credit' for all completed units;
- Recognize all the grades awarded at the previous institution;
- Upon completion of the outstanding units of study, allow all students to receive the award of the program into which they have been transferred (even in cases where the students have undertaken less than 50% of their degree at the Australian College of Theology or Avondale College).

At the same time the Sydney College of Divinity will:

- Refund to students the money that they have paid for incomplete units in which they are currently enrolled or transfer (with the student's agreement) such fees to the Australian College of Theology and Avondale College;
- Convert any 'Incomplete' grades that are the result of student error to 'fail'; and
- Refund students the tuition fees in any unit of study in which their grade remains 'incomplete' where that 'incomplete' grade is the result of institutional error.

Students are further advised that in the event that the course assurance arrangements are required:

- the Australian College of Theology and Avondale College might have a different student contribution or tuition fee for the course of study, so that the amount required to be paid might vary; and
- there is no obligation to enrol in the course in which an offer of enrolment has been made under the course assurance arrangement, but if the offer is taken up with the Australian College of Theology and Avondale College, then there will be a full credit transfer for the units of study already completed. Should a student decide to enrol with a different provider, other than the Australian College of Theology or Avondale College, there would be no obligation on that provider to offer full credit transfer for the units of study completed.

Schedule of Courses of the provider covered by the agreement with the Australian College of Theology and the alternative suitable course of the guarantor for each of them in which students would be placed if necessary

Sydney College of Divinity	Australian College of Theology
Diploma of Theology	Diploma of Theology
Diploma of Ministry	Diploma of Ministry
Advanced Diploma of Theology	Advanced Diploma of Theology
Advanced Diploma of Ministry	Advanced Diploma of Ministry
Bachelor of Theology	Bachelor of Ministries
Bachelor of Arts (Philosophy)	Bachelor of Christian Studies
Bachelor of Theology	Bachelor of Theology
Bachelor of Theology (Honours)	Bachelor of Ministries (Honours)
Bachelor of Theology (Honours)	Bachelor of Theology (Honours)
Graduate Certificate in Theological Studies	Graduate Diploma of Theology
Graduate Diploma of Arts	Graduate Diploma of Bible & Ministry
Graduate Diploma of Arts	Graduate Diploma of Christian Studies
Graduate Diploma of Arts	Graduate Diploma of Theology
Graduate Diploma of Arts	Graduate Diploma of Ministry
Master of Arts	Master of Arts in Christian Studies
Master of Arts (Honours)	Master of Theology
Master of Divinity	Master of Divinity
Master of Theology	Master of Arts in Theology
Master of Theology	Master of Arts in Ministry
Master of Theology (Honours)	Master of Theology
Master of Theology (Honours)	Master of Ministry
Doctor of Ministry	Doctor of Ministry
Doctor of Theology	Doctor of Theology
Doctor of Philosophy	Doctor of Theology

Schedule of Courses of the provider covered by the agreement with Avondale College and the alternative suitable course of the guarantor for each of them in which students would be placed if necessary

Sydney College of Divinity	Avondale Colleged
Bachelor of Theology/Diploma of Ministry	Bachelor of Arts (Theology)
Bachelor of Arts/MA (Pastoral Care)	Bachelor of Arts (Theology)
Bachelor of Theology/MA (Church Leadership)	Bachelor of Arts (Theology)
Bachelor of Theology/MTh (Pastoral Theology)	Bachelor of Arts (Theology)
Master of Arts (Theological Studies)	Graduate Diploma in Theology
Master of Arts (Theological Studies)	Master of Arts (Theology)
Master of Theology (Honours)	Master of Theology

2. *Method of Publishing the Statement*

The above Statement will be published in the following ways:

- The SCD website www.scd.edu.au
- The *SCD Handbook* – this is available both in hard copy and on the website
- Each Member Institution’s website
- Each member Institution’s *Handbook*

3. *How Enrolling Students will be Informed*

All Application and Enrolment Forms provided at each of the SCD’s Member Institutions will contain the statement that the Sydney College of Divinity has Course Assurances in place and that the provisions may be read at any of the four above-mentioned locations.