

11237NAT Certificate IV in Christian Ministry and Theology

Domestic Student Course Brochure

Provider	Iona Columba College (ICC)
RTO Registration Code	41031
Course Name	Certificate IV in Christian Ministry and Theology
VET Course Code	11237NAT
Course Sector	Vocational Education and Training (VET)
AQF Level	Certificate IV, AQF Level 4
Student Cohort	Domestic students
Language of Delivery and Assessment	This course is delivered and assessed in Korean.
Location	15-17 Blaxland Road, Rhodes NSW 2138
Duration	40 weeks of scheduled study plus 12 weeks of scheduled breaks. Total duration is 52 weeks (1 year).
Commencement	Normally four intakes each year: January, April, July and October. Commencement is subject to sufficient student enrolments.
Delivery Mode	Face-to-face classroom training, compulsory supervised fieldwork and structured online learning.
Weekly Study Load	20 hours per scheduled study week: 8 hours face-to-face classroom training, 6 hours compulsory supervised fieldwork and 6 hours structured online learning.

Course Overview

The 11237NAT Certificate IV in Christian Ministry and Theology is a nationally recognised vocational qualification for Korean-speaking students seeking foundational preparation for Christian ministry and service. It develops biblical, theological and practical knowledge that may be applied in churches, ministry and parachurch organisations, Christian education, community, health, aged care, charitable and not-for-profit contexts.

Students develop knowledge and skills in biblical interpretation, core Christian beliefs, Christian ethics, Christian history, spiritual practices, communication and ministry leadership. The course supports students to communicate Christian beliefs and practices, respond to questions about faith and undertake routine and non-routine ministry activities within established organisational and ethical parameters.

The course also provides opportunities for personal ethical formation and reflective development

relevant to responsible ministry practice. Training and assessment are conducted in Korean.

Ministry and Vocational Relevance

This course may be relevant to people who are serving, or preparing to serve, in church, ministry, mission, Christian education, community-oriented or not-for-profit settings. Depending on organisational requirements and the student's prior experience, the course may support preparation for roles or service contexts such as:

- lay ministry worker or ministry team member
- Sunday school teacher or youth ministry worker
- pastoral care, lay preaching or evangelism activities
- ministry team leadership or church elder responsibilities
- chaplaincy-related ministry or support roles, subject to role-specific requirements
- service in Christian education, community, health, aged care, mission, charitable or not-for-profit organisations.

Some ministry, chaplaincy, education, care and church-related roles require commissioning, appointment, registration, additional qualifications, relevant experience or approval by a religious institution, employer or other organisation. Completion of this qualification does not guarantee employment, commissioning, appointment or registration.

Course Structure

The course is delivered over four terms of 10 weeks. Students complete 9 units of competency: 3 core units and 6 elective units. The unit sequence below is indicative of the planned delivery structure:

Indicative Commencement Term	Unit Code	Unit Title
Term 1	NAT11237001	Apply knowledge of the Bible
Term 1	NAT11237005	Apply Christian ethics to contemporary issues
Term 1	NAT11237008	Use Christian spiritual practices to support own personal development
Term 2	NAT11237002	Interpret biblical texts
Term 2	NAT11237004	Discuss a topic from a Christian perspective
Term 2	NAT11237006	Explain Christian beliefs to a non-Christian audience
Term 3	NAT11237003	Develop and apply knowledge of key Christian beliefs
Term 3	NAT11237012	Develop own leadership skills
Term 4	NAT11237007	Apply knowledge of Christian history and historical theology

The table shows the term in which each unit is expected to commence. Some units may continue across more than one term to provide sufficient time for instruction, practice, feedback and assessment.

Delivery and Weekly Study Requirements

The course is delivered through:

- 8 hours of face-to-face classroom training per scheduled study week
- 6 hours of compulsory supervised fieldwork per scheduled study week and
- 6 hours of structured online learning per scheduled study week.

Students are required to attend scheduled classroom training and fieldwork, participate in learning activities and complete required online learning and assessment activities by the specified dates. Attendance and completion of required activities are recorded and monitored.

Structured online learning activities are prescribed by ICC and completed across the study week. The activities support and extend learning undertaken through classroom training and fieldwork.

Students should also expect to undertake additional private study, research, reflection and assessment preparation outside the required course activities.

Compulsory Supervised Fieldwork

The course includes six hours per week of supervised fieldwork, normally undertaken in a church setting approved by ICC. Fieldwork provides opportunities for students to apply course learning in practice and, where applicable, demonstrate evidence relevant to unit requirements.

Students must complete fieldwork in accordance with ICC's Fieldwork Guidelines, approved supervision arrangements and applicable church and organisational requirements.

Assessment Methods

Assessment is competency-based and uses a range of methods over time. Students must provide sufficient evidence that they can meet the requirements of each unit of competency.

Training and assessment are conducted in Korean. Assessment methods may include:

- written or oral questions and short written responses
- assignments, reports, projects and biblical or theological interpretation tasks
- case studies, scenarios, simulations or role plays
- presentations, ministry-related practical activities and trainer observation
- portfolios of evidence and, where appropriate, third-party evidence or supervisor reports.

Recognition of Prior Learning and Credit Transfer

ICC offers applicants and students opportunities to apply for Recognition of Prior Learning (RPL) and Credit Transfer.

RPL may be granted where sufficient evidence demonstrates relevant prior skills, knowledge and experience. Credit Transfer may be granted for equivalent units supported by valid AQF certification documentation or an authenticated VET transcript. Applicants should indicate their interest before or

at the time of enrolment.

Further Study and Pathways

This course is a standalone nationally recognised qualification and provides the foundational level within ICC's Christian Ministry and Theology course suite.

Students seeking further vocational development in Christian ministry and theology may apply for the 11238NAT Diploma of Christian Ministry and Theology. Credit Transfer may be available where completed units are equivalent and are included in the receiving course structure. Admission and credit are subject to the requirements applying at the time of application.

Student Support

ICC provides support to assist students to participate in training and complete assessment requirements. Students may contact their trainer, assessor, Academic Manager or Student Support Officer for assistance.

- academic, study and assessment support
- learning, literacy, numeracy and digital learning support or referral
- reasonable adjustments for students with disability, where appropriate and practicable
- wellbeing support or referral to external support services where required
- support through email, phone, Zoom or individual learning/assessment support sessions.

Learning Resources and Technology

Students have access to ICC learning resources and to Camden Theological Library under ICC's institutional arrangement. Relevant theological and Korean-language resources are available in print and/or electronic formats. Further information about the Library and its services is available at library.nswact.uca.org.au.

Students must have access to a reliable laptop or tablet, reliable internet, email, web browsers, word-processing software such as Microsoft Office 365 or an equivalent suite, and the ability to access online learning platforms and submit assessments electronically.

Entry and Suitability Requirements

National course entry requirements

The course itself does not prescribe mandatory entry requirements. ICC nevertheless applies its own admission and suitability requirements to ensure that applicants are prepared for Korean-language study and assessment at Certificate IV level.

ICC admission requirements

Applicants must:

- be at least 18 years of age
- have completed an equivalent secondary schooling level such as a High School Certificate, or be able to demonstrate suitable work, life or ministry experience
- have sufficient Korean language skills to participate in training, complete assessment tasks

- and engage with learning resources
- have learning, literacy, numeracy and digital skills suitable for the course level and modes of delivery
- participate in ICC's pre-enrolment suitability assessment, which may include an interview with the Academic Manager or delegate.

ICC assesses each applicant's suitability for its Korean-language delivery and assessment context before enrolment.

Course Fees and Payment Arrangements

The following tuition fee applies to domestic students for this course.

Fee Item	Amount
Enrolment Application Fee	Not charged for domestic students
Tuition Fee	\$6,240
Total Fees	\$6,240

Other fees and charges that may apply are listed in ICC's Schedule of Fees and Charges, available on the ICC website.

Domestic tuition fees are invoiced progressively by instalments during each term. ICC structures these instalments so that it does not receive more than \$1,500 in prepaid fees from or on behalf of a student for services yet to be delivered in relation to the same course.

ICC generally issues the first invoice after the initial two weeks of the term and a further invoice around the middle of the term. The amount and due date of each instalment are stated in the student's Letter of Offer and invoice. Students should pay only amounts formally invoiced by ICC.

Tuition payments are therefore made progressively as training and assessment services are delivered.

Refund eligibility and processes are set out in ICC's Fees Management & Refund Policy and Procedure. This does not limit any rights a student may have under the Australian Consumer Law.

Application Process

To apply, domestic applicants should complete the Domestic Student Enrolment Form available from the ICC website and submit it to info@iona.edu.au with the required supporting documents.

1. Submit application: Complete the Domestic Student Enrolment Form and provide required supporting documents, including evidence of identity, prior study or experience, and any documents requested by ICC to assess course suitability.
2. Application review: ICC reviews the application for completeness and assesses whether the applicant meets course entry and suitability requirements.
3. Pre-enrolment interview: Applicants may be interviewed by the Academic Manager or delegate to assess suitability and capacity to undertake the course.

4. Offer and enrolment documents: If the application is accepted, ICC issues a Letter of Offer, invoice and relevant enrolment documents for review and acceptance.
5. Acceptance and payment: The applicant accepts the offer and pays required fees in accordance with ICC's invoice and payment arrangements.
6. Commencement: ICC confirms timetable, start date and study arrangements before the course commences.

Qualification Issuance

On successful completion of all required training and assessment, ICC will issue the 11237NAT Certificate IV in Christian Ministry and Theology and a record of results listing the units of competency completed. Where a student withdraws after successfully completing one or more units, ICC will issue a Statement of Attainment for those units.

ICC will issue the relevant AQF certification documentation within 30 calendar days after completion of the final assessment, provided all agreed fees associated with the course have been paid. Because this course is delivered and assessed in Korean, ICC certification documentation will state that the relevant units have been delivered and assessed in Korean, in accordance with national VET requirements.

Further Information

Domestic students should also read the Student Handbook, Fees Management & Refund Policy and Procedure, Complaints and Appeals Policy, Student Support information, Schedule of Fees and Charges and other relevant information available on the ICC website before enrolling.

Email	info@iona.edu.au
Phone	0433 508 743
Website	www.iona.edu.au
Campus	15-17 Blaxland Road, Rhodes NSW 2138

*This brochure provides course information for prospective domestic students.
It should be read together with ICC's current policies, forms and written agreement.*