

**St. Stephen's College
and
Centre for Christian Studies**

**Collaborative Diploma/Degree Programs Agreement
2008**

The following comprises criteria established between St. Stephen's College (SSC) and the Centre for Christian Studies (CCS) leading to a degree from SSC. The two schools will collaborate to offer a program of study in diaconal ministry leading to a Bachelor of Theological Studies in Diaconal Ministry (BTS) or a Master of Theological Studies in Diaconal Ministry (MTS) degree granted under the Charter of St. Stephen's College. Such degrees will be conferred after completing the CCS Diploma in Diaconal Ministries and the additional requirements of SSC.

Master of Theological Studies [60 credits required]

CCS Program/Courses	SSC Credit Equivalencies
Leadership Development Module	6 credits (cross listed with SSC)
One of three Program Theme Years Social Ministry Educational Ministry Pastoral Ministry	15 credits (Note: the Theme Year is valued at 18 credits but only 15 are required for the degree.)
Theological Integration Year (including Global Perspectives Experience)	3 credits (Note: the Theological Integration Year is valued at 21 credits but only 3 are required for the degree.)
5 Core Courses Introduction to Christian Scriptures Introduction to Hebrew Scriptures Introduction to Theology Introduction to Christian Ethics Introduction to Church History 3 Elective Courses	12 credits (to be taken at SSC) 12 credits (to be taken at a recognized/approved theological school, which could be SSC)

Post CCS work required for MTS degree from SSC

Thesis writing course (3 credits)* Thesis Proposal Collegium/Thesis Writing* Workshop (recommended, 0 credits) Graduate Thesis (9 credits)	12 credits
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*At the time of this agreement, the SSC curriculum content and methodology related to the preparation for thesis writing was under review and is subject to change. Any changes in requirements emerging from the review may require a revision to the agreement.

Bachelor of Theological Studies [120 credits required]

CCS Program/Courses	SSC Credit Equivalencies
Leadership Development Module	6 credits (cross listed with SSC)
Three Program Theme Years Social Ministry Educational Ministry Pastoral Ministry	54 credits
Theological Integration Year (including Global Perspectives Experience)	21 credits
Facilitated Field Education	3 credits
5 Core Courses Introduction to Christian Scriptures Introduction to Hebrew Scriptures Introduction to Theology Introduction to Christian Ethics Introduction to Church History 3 Elective Courses	12 credits (to be taken as SSC) 12 credits (to be taken at a recognized/approved theological school, which could be SSC)

Post CCS work required for BTS degree from SSC

Thesis writing course (3 credits)* Thesis Proposal Collegium/Thesis Writing* Workshop (recommended, 0 credits) Undergraduate Thesis (9 credits)	12 credits
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*At the time of this agreement, the SSC curriculum content and methodology related to the preparation for thesis writing was under review and is subject to change. Any changes in requirements emerging from the review may require a revision to the agreement.

1. One half of credit work must be done at SSC to earn a MTS degree from SSC, in compliance with the Standards of the Association of Theological Schools.
2. In the SSC part of the program, students must maintain a grade point average as described in the Academic Standing policy at SSC at the time of acceptance into the program.
3. CCS students/graduates since 1999, will normally register for the SSC BTS or MTS within 5 years of completing their CCS diploma. CCS graduates of prior to 1999 are eligible for the degree programs. Each case will be examined to determine equivalencies and credit both within the CCS study program and in additional academic and life experience.
4. The BTS or MTS degree should be complete within 7 years after registering in the SSC program.
5. Graduates must provide one unbound and an electronic copy of the thesis to SSC and a bound copy to CCS.

6. CCS will be responsible for maintaining the records and ensuring that the requirements of CCS's diploma have been fulfilled.
7. CCS will provide SSC with a record of the academic progress of each candidate on an annual basis. This will include a record of courses completed and grade or other appropriate assessments. Upon completion of the diploma, CCS will forward the student's official transcript to SSC.
8. Should a CCS student withdraw or be terminated from their diploma program, CCS will notify SSC and the student will be withdrawn from the BTS or MTS in Diaconal Ministry Program at SSC. Should the student wish to pursue another SSC degree, they must reapply through SSC.
9. In very exceptional circumstances, students may apply to be placed "On Hold" for one year. This status relieves students of all responsibilities in their program without time penalty. It is understood that such status is granted only when students are unable to contribute to their studies in any way, and will be revoked should attempts be made to circumvent regulations and fees regarding normal time lines and extensions.
10. All fees will be subject to the policies and schedules of SSC. Registration for the degree will be payable to SSC at the time of registration for the degree. For courses taken at SSC, regular course fees will apply. Students will also be assessed an annual administration fee (waived while students are also registered with CCS). CCS will notify SSC when students graduate from CCS, so that the annual program fee can begin to be paid. Continuation fees are charged in Years Five, Six and Seven.
11. The Leadership Development Module will be cross listed with CCS and SSC. When a student is taking the course for recognition in both schools, the fees will be determined so that CCS retains a full tuition and SSC receives an administration fee.
12. CCS and SSC will work within this agreement in a collaborative manner, showing respect for the academic autonomy of each institution and appreciation for the work of each school. CCS and SSC will maintain a formal governance link to aid in institutional awareness and for mutual support.
13. Students currently enrolled in the MTS or BTS in Diaconal Ministry programs will have the option of completing their degree with the terms of the previous agreement, or transfer to the program structure as detailed in this agreement. This Agreement may be reviewed within five years (2012) or with six months notice given by either party.

Implementation Date:

March 1, 2008

Earle Sharam, Dean
St Stephen's College

Caryn Douglas, Principal
Centre for Christian Studies