

**St Stephen's College  
and  
The Centre for Christian Studies  
Collaborative Program Agreement  
BTS and MTS in Diaconal Ministry  
[Revised 16 January 2012]**

The following comprises a cooperative joint programming arrangement between St Stephen's College (SSC) and The Centre for Christian Studies (CCS) that lead to a Degree from SSC following the Diploma from CCS. The two schools will collaborate to offer a program of study in diaconal ministry leading to either a 'Bachelor of Theological Studies in Diaconal Ministry' (BTS) or a 'Master of Theological Studies in Diaconal Ministry' (MTS) degree granted by St Stephen's College by virtue of its Charter from the Province of Alberta. The BTS or MTS in Diaconal Ministry will be conferred only after completion of the CCS Diploma in Diaconal Ministry and the additional undergraduate or graduate requirements set out by SSC and described below.

**MTS in Diaconal Ministry [51 Credits Required]**

<b>CCS Program/Courses</b>	<b>SSC Credit Equivalencies</b>
Leadership Development Module	0 credits
One of three Program Theme Years 1) Social Ministry 2) Educational Ministry 3) Pastoral Ministry	15 credits
Theological Integration Year (including the Global Perspectives Experience)	3 credits (Note: the Theological Integration Year is weighted at 15 credits but only 3 are required for the degree)
Facilitated Field Education	0 credits
5 Core Courses: 1) Introduction to Christian Scriptures 2) Introduction to Hebrew Scriptures 3) Introduction to Theology 4) Introduction to Christian Ethics 5) Introduction to Church History 3 Elective Courses	18 credits (ie 6 3-credit courses) must be taken at SSC) 6 credits (ie 2 3-credit courses) may be taken at a recognized/approved theological school, including at SSC Core and Elective courses may be taken in any order unless prerequisites apply.

**Post-CCS work required for the MTS in Diaconal Ministry**

Academic Writing Course SS071V	0 credit
Thesis Proposal Collegium	0 credit
Thesis Writing Workshop (recommended)	0 credit
Master's Thesis	9 credits

## BTS in Diaconal Ministry [90 Credits Required]

CCS Program/Courses	SSC Credit Equivalencies
Leadership Development Module	0 credits
Three Program Theme Years 1) Social Ministry 2) Educational Ministry 3) Pastoral Ministry	45 credits (each Theme Year weighted at 15 credits)
Theological Integration Year (including the Global Perspectives Experience)	15 credits
Facilitated Field Education	0 credits
5 Core Courses: 1) Introduction to Christian Scriptures 2) Introduction to Hebrew Scriptures 3) Introduction to Theology 4) Introduction to Christian Ethics 5) Introduction to Church History 3 Elective Courses	18 credits (ie 6 3-credit courses) must be taken at SSC 6 credits (ie 2 3-credit courses) may be taken at a recognized/approved theological school, including at SSC Core and Elective courses may be taken in any order unless prerequisites apply.

### Post CCS work required for BTS in Diaconal Ministry

Academic Writing Course SS071V	0 credits
Integrative Theology Paper (40-60 pages)	6 credits

### General Notes

- 1 CCS students/graduates will normally register for the SSC BTS or MTS in Diaconal Ministry within 5 years of completing the CCS Diploma in Diaconal Ministry. Admission to the program, for applicants who are not concurrently CCS students, will be assessed on the basis of previous academic work, including the CCS Diploma and additional academic courses and professional training.
- 2 CCS will be responsible for the admission of students into its diploma program, for the program design and delivery and for the assessment of the student leading to the conferring of the diploma. CCS will maintain the student's Diploma file, including certified transcripts of all courses taken at other institutions and applied to the CCS Diploma.
- 3 When a student enrolled in the joint program completes their CCS Diploma, they must request that CCS send a certified official transcript to SSC.
- 4 SSC will be responsible for the admission of students into the BTS or MTS in Diaconal Ministry program, and for the program design and delivery and for the assessment of

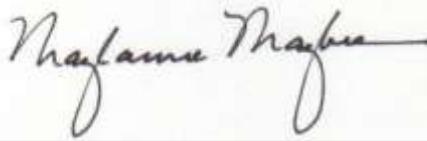
- the student leading to the conferring of the Degree. SSC will maintain the student's BTS or MTS in Diaconal Ministry records after the student has completed the Degree, including a certified official transcript of the CCS Diploma. While in the joint degree program, students must maintain the Grade Point Average described in the Academic Standing policy at SSC at the time of acceptance into the program; and abide by all other academic policies and regulations. The terms and conditions of admission at SSC will apply to the joint program.
- 5 Only those external courses credited in the CCS Diploma program which have not been used toward another degree can be credited to the joint program.
  - 6 At least one half of credit work must be completed at SSC to earn the MTS in Diaconal Ministry from SSC, in compliance with the Degree Program Standards of the Association of Theological Schools in the United States and Canada (ATS).
  - 7 Should a CCS student withdraw or be terminated from the CCS Diploma program, CCS will notify SSC, and the student will be automatically withdrawn from the BTS or MTS in Diaconal Ministry program. Should the student wish to pursue another SSC degree, she/he must reapply to SSC following the procedures in place for the relevant degree program.
  - 8 In exceptional circumstances, students may apply to be placed "On Hold" for one year. "On Hold" 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 timelines and extensions.
  - 9 All requirements of the BTS or MTS in Diaconal Ministry should be completed within 7 years after admission to the SSC program.
  - 10 In addition to the thesis requirements of SSC, MTS in Diaconal Ministry graduands must provide one bound copy of their MTS thesis to CCS for its Library.
  - 11 All fees will be subject to the policies and schedules of SSC. The application fee for the degree program will be payable to SSC at the time of application. All SSC students are assessed an annual Program Administration Fee. This fee will be waived while students are registered in the CCS Diploma program. When CCS students graduate from the Diploma program, however, CCS will notify SSC, at which time SSC will initiate the annual Program Administration Fee currently in effect for the BTS or MTS in Diaconal Ministry program. Regular course fees will apply to all courses taken at SSC.
  - 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 joint program will have the option of completing their Degree under the terms of the previous agreement, except where such agreement refers to the requirement of the Thesis Writing Course, which is no longer offered by SSC. Students currently enrolled in a version of the MTS or BTS in Diaconal Ministry program where the Thesis Writing Course is required will be transferred to the structure detailed in this agreement.

- 14 This Agreement will be reviewed in five years (January 2017) or at any time with six months notice by either party.

Implementation Date: 9 March 2012

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Earle Sharam, Principal and Dean  
St Stephen's College

A handwritten signature in black ink on a light-colored background. The signature is written in a cursive style and reads "Maylanne Maybee".

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Maylanne Maybee, Principal  
The Centre for Christian Studies