

Master of Theology Pathways:

Advanced Christian Studies
(Full-time and Part-time)

Biblical and Theological Studies
(Full-time and Part-time)

Applied Theology
(In Service - Part-time only)

Preaching
(In Service - Part-time only)

**STUDENT HANDBOOK
FOR COURSES IN
2018-2019**

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Please note

Descriptions of the units can be found in a document on Moodle in Academic Administration under the Unit Descriptors tab.

Assessment regulations can be found in part 4 of the General Student Handbook, which is available on Moodle in Academic Administration. (See also 'UoM PG Assessment Regulations' in Academic Administration under the Academic Policies tab).

Any questions you may have concerning this year's programme of study can be raised with the Academic Director, Dr Stephen Wright (s.wright@spurgeons.ac.uk), the Director of Postgraduate Studies, Dr Joshua Searle (j.searle@spurgeons.ac.uk) or the Assistant Director of Postgraduate Studies, Dr Zoltán Schwáb (z.schwab@spurgeons.ac.uk).

Part Five | MTh in Theology Pathways

5.1. SUMMARY

Awarding body/institution

The University of Manchester

Teaching institution

Spurgeon's College, London

Name of the final award

Master of Theology in Advanced Christian Studies

Master of Theology in Applied Theology

Master of Theology in Biblical and Theological Studies

Master of Theology in Preaching

Postgraduate Diploma in Theology (in any of the four above fields)

Postgraduate Certificate in Theology

Exit awards

Postgraduate Certificate in Theology

Postgraduate Diploma in Theology (in any of the four above fields)

Programme title

Master of Theology

Master of Theology (Advanced Christian Studies)

Master of Theology (Biblical and Theological Studies)

Master of Theology (Preaching)

Master of Theology (Applied Theology)

UCAS code

n/a

Framework for Higher Education Qualifications

Level 7

Role of the programme specification

This document tells prospective and current students about the aims and structure of the programme with its five pathways, and how the units contribute to the overall aims and Intended Learning Outcomes. It also sets out what knowledge, understanding and skills you can expect to have acquired when you graduate.

Further links

- College website: www.spurgeons.ac.uk
- Spurgeon's College Moodle page (including student handbook): <http://spurgeons.moodle.webanywhere.co.uk/>
- University of Manchester website: www.manchester.ac.uk/

5.2. AIMS AND INTENDED LEARNING OUTCOMES

Programme aims

5.2.1. The programme aims to build on the students' previous academic and practical experience of Theology by deepening their understanding of specific areas of theological study and by bridging the gap between the demands of undergraduate study and postgraduate research.

Intended learning outcomes

- 5.2.2. On completion of the Postgraduate Certificate, candidates will begin to be able to:
- engage critically and maturely with primary and secondary sources of theology;
 - demonstrate familiarity with some major issues in theology and to evaluate them critically and constructively;
 - give evidence of independent judgment in analysing evidence, producing critical reviews and constructing sustainable hypotheses;
 - reflect theologically at postgraduate level;
 - exercise their personal capacities to contribute to the flourishing of Church and society.
- 5.2.3. At the end of Part One of this programme (the Postgraduate Diploma – (in one of the four fields)) it is expected that candidates will be able to:
- engage critically and maturely with the main primary and secondary sources of theology;
 - demonstrate familiarity with the major issues in their chosen pathway and to evaluate them critically and constructively;
 - give evidence of independent judgment in analysing evidence, producing critical reviews and constructing sustainable hypotheses;
 - reflect theologically at postgraduate level;
 - exercise their personal and professional capacities to contribute to the flourishing of Church and society.
- 5.2.4. Candidates on the Applied Theology and Preaching pathways will also show further personal and professional development in their ministries, especially in reflecting theologically on their practice in the light of developments in Church and society.
- 5.2.5. In addition, on completion of Part Two (the dissertation) students will be able to apply the basic principles and methods of research (as shown in the production of a coherent, cogently argued dissertation).

5.3. TEACHING, LEARNING AND ASSESSMENT METHODS

Teaching and learning

5.3.1. This programme is designed for graduates in Theology; a high degree of independence is therefore expected of students in pursuing their studies.

- 5.3.2. The pathways for **Advanced Christian Studies** and **Biblical and Theological Studies** are taught pathways, on which students are supported by lectures, seminars and tutorials as appropriate to specific programme units. Students are encouraged to consider the application of their studies to their practice and to reflect together on the theological issues raised. During their period of taught study they are also expected to attend the weekly Research Seminar at which papers are presented by College staff, research students and visiting speakers. Teaching for some units may be provided in a blended mode entailing both face-to-face tutorials and online study.
- 5.3.3. For those studying the MTh in Advanced Christian Studies in order to become accredited ministers in the Baptist Union of Great Britain, the study is intrinsically related to work in a placement. This is assessed by means of a Professional Ministry and Practice unit.
- 5.3.4. Students on the **Applied Theology** and **Preaching** ('in-service') pathways learn primarily through distance learning, supplemented by brief residential periods at Spurgeon's College. These pathways can only be taken in part-time mode. Contact with peers and tutors is facilitated by Moodle and email. Since the ethos of these pathways involves the combination of academic theology with ministerial practice, students are expected to draw on their own experience and reflection in ministry as part of the learning process. The programme commences with a residential study period which enables students to meet one another and to develop a sense of common ownership of the study. It also provides a general introduction to the nature and objectives of the pathway, guidance in methods of study and in the selection of optional units, information concerning the availability and use of appropriate resources, and use of library facilities. Further residential study periods take place normally twice per year, with emphasis on tutorial guidance rather than on purely lecture input.
- 5.3.5. Articles deemed to be essential reading during the course are made available via Moodle. Bibliographies are provided and further bibliographical support is available on demand. The unit tutors give ample feedback after the production of written work. Sessions on study skills for Master's students are offered throughout the year for taught students and on the opening residential period for in-service students.
- 5.3.6. Not all pathways are necessarily offered in a particular year.
- 5.3.7. The manner in which these pathways are delivered is evolving in response to changing circumstances.

Assessment methods

- 5.3.8. As is customary in a master's programme in theology, most assessment takes the form of essays. Some units of the Advanced Christian Studies, Applied Theology and Preaching pathways are partly assessed by means of learning journals, written sermons, recordings of sermons,

personal reflections and other appropriate methods which reflect the vocational outlook of these pathways. Units which involve learning a biblical language include a written examination. Details of the assessments can found in the unit descriptors.

Feedback on assessment

- 5.3.9. For all formative assessments and assessed coursework, feedback will normally be provided within 15 working days after the submission deadline. For dissertations, feedback will normally be given within 30 working days after submission.
- 5.3.10. Students may request to see their exam scripts without charge, although they are not permitted to take the scripts away with them.

Entry requirements

- 5.3.11. Entry to the Masters programme requires a good first degree plus a score of 7 or over on the IELTS test for those who are not native English speakers; there is no specific help with the English language.
- 5.3.12. Applicants to the Master of Theology programme will normally be graduates in Theology or Religious Studies with at least a second class honours degree from an approved institution.
- 5.3.13. Entry to the Postgraduate Certificate is possible for candidates who provide evidence of ample prior learning, either formal or informal. Such candidates can apply for acceptance of Accredited Prior (Experiential) Learning and their cases will be discussed by the College's Admissions Committee in accordance with the College's policy on Applications for Accreditation of Prior Learning.
- 5.3.14. On successful completion of the Postgraduate Certificate, students can register for the Postgraduate Diploma (in one of the four fields). On successful completion of the Postgraduate Diploma (in one of the four fields), students can register for Part Two of the programme (the dissertation).
- 5.3.15. Before embarking on the **Applied Theology** or **Preaching** pathways, students must have been exercising a ministerial role for a minimum of two years.

Student support

- 5.3.16. Every year updated handbooks are made available via Moodle.
- 5.3.17. The unit descriptors are likewise available via Moodle before the start of the academic year.
- 5.3.18. The Academic Director, the Principal as well as all other tutors are available to see students, confidentially, if necessary without appointment.

- 5.3.19. A chaplain is available to all students, Revd Dotha Blackwood (d.blackwood@spurgeons.ac.uk). Any contacts between the chaplain and a student are confidential. Any contacts between the chaplain and a student are confidential unless she is compelled by law to disclose the nature of the problem.
- 5.3.20. Students on the taught pathways Advanced Christian Studies and Biblical and Theological Studies begin with the Orientation Week in September which contains all the elements necessary to get students off to a good start including sessions on use of the library, study skills and avoiding plagiarism in coursework.
- 5.3.21. Students on the Applied Theology and Preaching pathways receive all necessary information during the first residential period.
- 5.3.22. A pastoral tutor is available to taught students for any further help on an individual basis; in-service students may contact the Director or Assistant Director of Postgraduate Studies (see p. 2), or a subject tutor as appropriate.
- 5.3.23. The librarian provides training on issues such as accessing electronic material and is accessible to all students.
- 5.3.24. The College has a Learning Support Department which offers help to those with particular learning needs.
- 5.3.25. The College has a disability policy and two disability officers: Dr Stephen Wright (s.wright@spurgeons.ac.uk) for learning disabilities and Revd Dotha Blackwood (d.blackwood@spurgeons.ac.uk) for physical disabilities.
- 5.3.26. Shared worship in the Chapel on Mondays to Thursdays offers spiritual support and students are encouraged to attend.

5.4. PROGRAMME STRUCTURE

Parts One and Two

- 5.4.1. The programme consists of two parts, the first of which comprises three units of 30 credits each and two units of 15 credits each. The second part consists of a dissertation of no more than 15,000 words. Students must complete the first part of the programme before proceeding to the dissertation. Those who satisfactorily complete only the first part of the programme will be awarded a Postgraduate Diploma (in one of the four fields). Those who satisfactorily complete 60 credits will be awarded a Postgraduate Certificate in Theology. Those who satisfactorily complete both parts will be awarded the degree of Master of Theology (in one of the four fields).

Units in Part One

5.4.2. All students follow the two 15-credit core units 402 Theological Enquiry and Interpretation and 403 Theological Research (taught at a residential for all pathways). The other units all have 30 credits; students take three units to the value of 90 credits according to their chosen pathway from the following list. Not all optional units are offered in any one year. Student preferences will be taken into consideration in respect of the units offered. However, students undertaking the MTh in Advanced Christian Studies for the purpose of ministerial training must follow the guidance of the Director of Ministerial Formation and Training as to the shape of their programme, and this will always include units 7307a and 7303b.

5.4.3. Units are listed below (c=core unit for the pathway; o=optional unit for the pathway). All units are worth 30 credits unless otherwise stated.

Unit number and name	ACS	BTS	ATh	P
7307a Professional Ministry and Practice (a)	o	--	--	--
7307b Professional Ministry and Practice (b)	o	--	--	--
401 Biblical Hermeneutics	o	c	o	o
402 Theological Enquiry and Interpretation (15 credits)	c	c	c	c
403 Theological Research (15 credits)	c	c	c	c
404 The Mission of Justice and the Theology of Law	o	o	--	--
405 Theological Aesthetics	o	o	--	--
410 Advanced Hebrew Texts	o	o	--	--
411 Old Testament Theology	o	o	--	--
412 Old Testament Narrative	o	o	--	--
414 Hebrew from Scratch	o	o	--	--
416 Jeremiah	o	o	--	--
420 New Testament Greek Texts (Acts)	o	o	--	--
424 Greek from Scratch	o	o	--	--
425 New Testament Theology (Romans)	o	o	--	--
426 The Book of Revelation	o	o	--	--
431 Doctrines of Ministry and Sacraments	o	o	--	--
434 Comparative Ecclesiology	o	o	--	--
435 The Doctrine of Creation	o	o	--	--
436 Contemporary Issues in Theology	o	o	--	--
438 Feminist Theology	o	o	--	--
448 Baptist History and Principles	o	--	--	--
449 The History of Evangelicalism	o	--	--	--
455 Trans-cultural Missiology in Theory and Practice	o	--	--	--
456 Worship, Preaching and Pastoral Care	o	--	--	--
465 Theologies of Mission	o	o	o	o
467 Christian Spirituality	o	--	o	--

	ACS	BTS	ATh	P
468 Prophetic Theology	0	--	--	0
472 Urban Mission	0	--	0	--
474 Church Planting and Pioneer Ministry	0	--	0	--
475 Chaplaincy	0	--	0	--
476 Theology in the Public Sphere	0	0	0	--
477 Multicultural Churches	0	0	0	0
482 Islam	0	--	--	--
490 Dissertation	C	C	C	C
721 The Origins and Early History of Anabaptism	0	--	--	--
724 The Life and Ministry of C. H. Spurgeon	0	--	--	--
728 Restorationism (online unit)	0	--	--	--
741 Preaching - Theology and Practice	--	--	0	C
742 The Gospel and Contemporary Thought and Culture	--	--	0	0
743 The Gospel and Film	--	--	0	0
745 v2 Preaching and Narrative	--	--	--	0
746 Personal and Corporate Aspects of Preaching	--	--	--	0
747 Preaching, Worship and Mission	--	--	0	0
748 Historical Roots of Contemporary Preaching	--	--	--	0
760 Mission and Ministry in Contemporary Society	--	--	C	0
761 Ethics and the Christian Community	0	--	0	--
762 Christian Leadership	--	--	0	--
766 Issues in Cross-cultural Missiology	--	--	0	--
769 Supervision and Mentoring	0		0	--
771 Parish Nursing	--	--	0	--

Progression

- 5.4.4. Students will be considered for progression against The University of Manchester Degree Regulations.
- 5.4.5. Students will not be permitted to commence work on the dissertation until their research proposal has been formally approved by the programme leader.
- 5.4.6. The dissertation may be in any area of theology as covered by the student's pathway, provided that in other ways it meets the criteria of the programme. The dissertation will be the result of the student's own research and is expected to provide evidence of a person's analytical, evaluative and creative abilities. Dissertation titles will be drafted as part of unit 403 and will be approved by the programme leader who will make sure that the contents of the dissertation will not overlap with any work previously produced by the candidate. A supervisor will be allocated to each student.

- 5.4.7. Students who have started a unit but submitted no work for over a year, or completed a unit and not started another for over a year, may be deemed to have withdrawn from the programme, unless there are extenuating circumstances. Where there are unforeseen or unavoidable circumstances which are preventing or hindering progress, students should discuss the situation with the unit tutor or the programme leader at the earliest opportunity.
- 5.4.8. Students exiting with a Postgraduate Diploma (in one of the four fields) (or Postgraduate Certificate) may be permitted to rescind this award and 'upgrade' to a Masters (or Postgraduate Diploma (in one of the four fields)) by successfully completing the appropriate further component of the programme providing the following conditions are met:
- The rescinding occurs within five years of the student's initial award, subject to the programme still being available.
 - An overall pass, at the appropriate standard to assure admission to the MTh, was obtained for the Postgraduate Diploma (in one of the four fields) (or Postgraduate Certificate) including any capped or compensated grades.

Programme duration

Full-time

- 5.4.9. The full-time mode of the programme lasts for up to two calendar years. Work for the Part One of the programme, the taught units, will normally be completed by the end of May in the first year. Once a student has qualified for Part Two by passing the Part One, they may complete the dissertation either over the summer or over the subsequent year.
- 5.4.10. The full-time Postgraduate Certificate programme lasts for a semester; the full-time Postgraduate Diploma programme lasts for two semesters.

Part-time

- 5.4.11. The part-time mode of the programme lasts for up to four calendar years. Within this maximum limit, it is important that those who are studying part-time progress at a consistent rate throughout the course. For example, if the required 120 credits of taught units are completed over the course of two years, it is normally expected that the dissertation worth 60 credits will be completed in one further year.
- 5.4.12. Students registered part-time for the Postgraduate Certificate have a year to complete their course; students registered part-time for the Postgraduate Diploma (in one of the four fields) have two years to complete.

In-service

- 5.4.13. Students on the in-service pathways Applied Theology and Preaching attempt the four units of Part One over two years. They are expected to commit an average of twelve hours per week to self-directed study.

- 5.4.14. Once a student has qualified for Part Two of the programme by passing the first part, they may complete their dissertation during the remaining period of registration. The maximum period of registration of in-service candidates at is four calendar years.
- 5.4.15. Students registered for the Postgraduate Certificate attempt the two units over one year; students registered for the Postgraduate Diploma (in one of the four fields) have two years to complete their units.

Exit awards

- 5.4.16. Students registered for the MTh who satisfactorily complete only Part One of the programme (120 credits) are awarded a Postgraduate Diploma (in one of the four fields). Those who satisfactorily complete 60 credits are awarded a Postgraduate Certificate in Theology.

Interruption of studies

- 5.4.17. A candidature may have their studies suspended, or have a time-limit extended, as laid out in the Interruption of Studies Policy. A student should not assume that an interruption will be granted and should continue their studies under their registration until they are informed in writing of the outcome of the application for interruption.

5.5. PROGRAMME EVALUATION, MONITORING AND REVISION

- 5.5.1. At the end of each unit, students are asked to evaluate the teaching and other aspects of it. The anonymous completed evaluation forms, submitted electronically, are sent to the unit tutors who add their comments; they are subsequently scrutinised by the programme leader and the Quality Assurance Committee which reports to the Academic Board. The students are represented on both committees and any significant outcomes are shared with the Student - Staff Liaison Committee.
- 5.5.2. At the end of each year, students are asked to comment on their experiences on the programme as a whole and the support they have received.
- 5.5.3. The programme monitoring procedures form a continual process of review by the teaching staff team, with a rolling action plan in response to data about the quality of teaching, learning and achievement and the student experience.
- 5.5.4. The programme leader provides an annual report to the Academic Board and the University.
- 5.5.5. The programme is part of the College's internal scheme of periodic reviews. Every five years the University carries out a review of the entirety of the validated programmes.

5.5.6. Programme revision can be initiated by the College's teaching staff or the Academic Board as well as by the University. Students can address their representatives on the Academic Board.

5.6. RESEARCH SEMINAR

5.6.1. In addition to the teaching sessions for their units, students at Part One of the Advanced Christian Studies and Biblical and Theological Studies pathways are required to attend the weekly Research Seminar, which is held on a Wednesday. (Students on the Applied Theology and Preaching pathways are also encouraged to participate in the Research Seminar). Papers are presented on a wide range of subjects. Your attendance and participation will greatly enrich your own grasp of Christian theology and enable you to see your in-depth study of particular topics in a wider perspective. Students at Part Two are also strongly encouraged to attend and former students are always welcome.

5.7. PASTORAL CARE

5.7.1. A pastoral group for all Advanced Christian Studies and Biblical and Theological Studies students meets regularly during term-time on Wednesdays at 1.30 p.m., led by members of the tutorial team. This offers a forum for informal mutual support and building relationships. These meetings include sessions on the development of the study skills appropriate to Master's level theological study. Ministerial students are, in addition, part of a pastoral group with other ministerial candidates. Students on the Applied Theology and Preaching Pathways are encouraged to contact the Director or Assistant Director of Postgraduate Studies or chaplain for pastoral support.

5.8. SELF-DIRECTED LEARNING

5.8.1. In addition to the elements of organised teaching and learning described above, you are expected to undertake your own programme of self-directed learning and skills acquisition. This may involve self-directed reading, languages, computer training, attendance at conferences, visits to museums and many other forms of encounter.

5.8.2. You are encouraged to record and reflect upon these activities in some form or another. Particular attention can be paid to difficult or stimulating ideas that prompt you to think about your course and your ministry in new, unexpected ways. It will also be useful to produce commentaries on stimulating books, visits to museums etc. Such self-directed learning will help you to develop intellectual independence, confidence and creativity.

5.9. DISSERTATION

- 5.9.1. All students must submit a dissertation of not more than 15,000 words. This word limit includes footnotes and citations but does not include bibliographies, appendices and addenda, or other required pages. The dissertation will be the result of the student's own research and is expected to provide evidence of a person's independent analytical, evaluative and creative abilities. Material used in an essay cannot be included in another essay or in the dissertation.

Starting

- 5.9.2. A student can proceed formally to the dissertation once the following conditions have been met:
- a) The student has received written notification that they have been successful at Part One;
 - b) The dissertation proposal has been approved by two tutors;
 - c) A supervisor has been appointed.
- 5.9.3. Students may receive initial guidance on the nature and methods of the dissertation before work for the units has been completed and before the result of their performance at Part One is known. Such guidance is given as part of unit 403 Theological Research, which is taken (at a residential) shortly before the commencement of the dissertation. Preparatory work may only be undertaken on the dissertation at this stage provided a student's performance in other units is not jeopardised and it is recognised that formal approval for the dissertation is still required.
- 5.9.4. A dissertation proposal is submitted as part of the assessment of unit 403 Theological Research. In approving any proposal, the following criteria will be borne in mind:
- a) The subject matter may be in any area of theology as covered by the student's pathway, provided that in other ways it meets the criteria of the programme. The subject need not be closely related to a unit previously studied on the programme;
 - b) The proposal should demonstrate a student's ability to analyse and evaluate critically a chosen topic;
 - c) The proposal should provide evidence of the student's independent judgment and creative abilities in synthesising and developing their thinking;
 - d) The student should have an adequate body of prior knowledge of the subject which will enable them to engage with the material at the appropriate level;
 - e) The student must have access to appropriate resources, including any requirements for supervision.
- 5.9.5. A supervisor will be allocated to each student when the dissertation proposal is approved. The supervisor will normally be appointed from

the full-time staff of the College; a second supervisor may be appointed in appropriate cases.

Supervision

- 5.9.6. The supervisor will have particular concern for the subject matter, bibliography, structure, style and academic level of the dissertation. The final form of the dissertation, however, remains the responsibility of the candidate. As a guideline, each student will normally receive approximately four hours supervision. It is the student's responsibility to ensure that adequate time is allowed in arranging dates for supervisions and in submitting work to their supervisor.

Submission

- 5.9.7. Dissertations should be submitted in the form and under the conditions prescribed by The University of Manchester, for which see <http://documents.manchester.ac.uk/display.aspx?DocID=2863>.
- 5.9.8. For full-time students, the final date for submission of the dissertation is the 30th September, with graduation the following July, which falls two years after the beginning of the student's registration.
- 5.9.9. Part-time students may submit their dissertation from 1st September of their second year of registration onwards. The final date for submission is the 30th September, with graduation the following July, which falls four years after the beginning of the student's registration.
- 5.9.10. A dissertation which is not submitted on time will be regarded as having failed by non-submission; a candidate may be permitted to submit a dissertation (in the prescribed form and manner) on one occasion only, not more than six months from the date of the meeting of the Board of Examiners. (Resubmission is not an absolute right and in exceptional circumstances examiners may recommend that a student fail without permission to resubmit.) A candidate who has failed by non-submission or undertakes a referral shall not be eligible for the award of the mark of Distinction, irrespective of the level of performance achieved in any dissertation subsequently under the provisions of this regulation.
- 5.9.11. Extensions to the submission date for the dissertation may be sought when circumstances outside of students' control will delay its completion and submission by the published date. Please follow the guidance in the General Student Handbook, Academic Policies and Mitigating Circumstances section of the Academic Administration section on Moodle.
- 5.9.12. If a dissertation is not accepted by the examiners, the candidate may re-present it once only, not more than six calendar months from the date of the official communication to the candidate of their result by the Registry. Fees shall be payable to the College and the University for the supervision and examination of a re-presented dissertation.

Award of MTh

- 5.9.13. 180 credits (incorporating both taught and research credits) must be successfully achieved in order to qualify for the degree of Master.
- 5.9.14. The MTh with Distinction will be awarded to students who achieve the required level of performance, which is 70% across the overall weighted average of the programme. In order to qualify for the award of distinction, all course units must have been passed at the first attempt without any compensation or referrals.
- 5.9.15. The Master's degree can be awarded with Merit to students who achieve an average mark of 60% based on the weighted programme as a whole.
- 5.9.16. A candidate who produces a dissertation which is deemed by the examiners to have failed will be awarded the Postgraduate Diploma.
- 5.9.17. For further information regarding classification, including regulations regarding 'borderline' classifications, please see the General Student Handbook and Postgraduate Assessment Regulations in the Academic Administration section on Moodle.

5.10. GUIDANCE FOR SUBMISSION OF WRITTEN WORK

Word counts

- 5.10.1. Students must observe the word limit specified for each assessment. The upper limit is an absolute maximum and must not be exceeded (there is no 10% rule). Where two numbers are given ('a 2000-2500 word project') the actual number of words strictly needs to be within the margin indicated.
- 5.10.2. Word count is here defined as including quotations and footnotes in the essay itself. It does not include the bibliography or any appendices. Appendices are for supporting, illustrative material only; they may not be used to elaborate or extend the argument.
- 5.10.3. Material that exceeds the upper limit will not be read or considered in the marking.
- 5.10.4. Master's dissertations consist of no more than 15,000 words, without an extra margin. Again word counts do not include the bibliography and any appendices. All footnotes should be counted. Lengthy footnotes should be avoided, and all significant material should be included in the main body of the text.

Marking

- 5.10.5. Students submit work electronically via Moodle. Marks and comments are released on a set date, normally about three weeks after the submission date. These are provisional until confirmed at a meeting of

the Board of Examiners; these meetings take place each year in June and September. The marking scheme showing the marking criteria used can be found on Moodle in the Academic Administration section under the Academic Policies tab.

Presentation of written work

5.10.6. In essays of up to 6000 words there is no need for a separate title page or a contents page, provided the title is repeated at the top of the first text page in bold type.

- All assessed work should be typed or word processed using a font size of 12.
- Leave a margin of at least 3.0 cm on either side of each page.
- Quotations of more than 3 lines should be indented by 2.5 cm from the main text.
- For ease of reference number the pages.
- Adopt the Spurgeon's house style for footnotes and bibliographies; see Spurgeon's Referencing Guidelines in the Academic Administration section on Moodle. This rule also applies to listing books and articles from the internet.
- When quoting words in a foreign language, use italics and provide a translation in a footnote; alternatively, put your translation in the running text and the original words in a footnote.
- Each assignment should contain a bibliography listing all books, articles and other sources used in the preparation of the essay and/or referred to in it.

5.11. RESIDENTIAL STUDY WEEKS IN 2018-19

5.11.1. The introductory 'residential' for Applied Theology and Preaching units 2018-2019 will run on Monday 10th September 2018, during which the core units 402 Theological Enquiry and Interpretation, 741 Preaching – Theology and Practice and 760 Mission and Ministry in Contemporary Society will be introduced for new students.

5.11.2. Unit 467 (Spirituality) is taught partly through a residential period, which will take place from the evening of Wednesday 28th November to lunchtime on Friday 30th November.

5.11.3. Unit 403 (Theological Research) is taught entirely through a residential period, which will take place from the evening of Wednesday 13th to Friday 15th March 2019.

5.11.4. Introductions to particular optional units will also be given during the September and March residentials according to demand.

Accommodation

5.11.5. During residential study periods participants are invited either to stay at the College or to make their own arrangements locally for bed and breakfast.

5.12. TIMETABLE FOR TAUGHT STUDENTS 2018-19 – ADVANCED CHRISTIAN STUDIES PATHWAY

Semester one

	Tuesday	Wednesday
8.30am	435 Doctrine of Creation / 436 Contemporary Issues in Theology – 30 credits	401 Biblical Hermeneutics – 30 credits
10.20am	Coffee	Coffee
10.40am	Worship hour	Worship
11.15am	11.30am: PMP (Ministerial students only)	Research Seminar
12:45pm	Lunch	Lunch
1.30pm	<i>Pastoral groups (ministerial students only)</i>	<i>Pastoral group/Study Skills</i>
2.15pm – 4pm	467 Spirituality – 30 credits*	402 Theological Enquiry and Interpretation – 15 credits (8 weeks only)

* Classes for 467 will only run on 25/09, 09/10, 16/10, 30/10, 13/11, 20/11. Attendance is also expected at the compulsory residential period from 28 – 30 November.

Semester two

	Tuesday	Wednesday
8.30am	456 Preaching, Worship and Pastoral Care – 30 credits	411 OT Theology / 449 History of Evangelicalism – 30 credits
10.20am	Coffee	Coffee
10.40am	Worship hour	Worship
11.15am	11.30am: PMP (Ministerial students only)	Research Seminar
12:45pm	Lunch	Lunch
1.30pm	<i>Pastoral groups</i>	<i>Pastoral groups/Study Skills</i>
2.15pm – 4pm	448 Baptist History and Principles – 30 credits	426 Revelation / 477 Multicultural Churches – 30 credits

5.12.1. *Please note that where options are available these units are only guaranteed to run if there is sufficient take-up.*

5.12.2. *Part-time students are expected to complete 120 credits over two years, and are recommended to complete the core unit 402 in their first year. 448 is also a core units for ministerial students, who are also expected at least to ‘audit’ unit 456 (i.e. they can take it without being assessed for credit if they wish).*

- 5.12.3. *Full-time students are expected to complete all 120 credits in their first year, including the core unit 402.*
- 5.12.4. *All students must complete unit 403, Theological Research, which is taught via a residential study period from 7 p.m. on 13 March – 12.30 p.m. on 15 March. Part-time students will attend this residential in their second year.*
- 5.12.5. *In addition the following options will be offered: 404 The Mission of Justice and the Theology of Law (by residential, dates t.b.c.); 475 Chaplaincy (not timetabled, but students must consult with Dr Chris Voke before confirming this choice; not available to any who have taken Chaplaincy as an undergraduate unit).*
- 5.12.6. *All students are required to attend the Research Seminar during the year, or years, of their taught part 1 studies. This includes all ministerial Master's students, who are thus expected to be in college on both Tuesdays and Wednesdays of the first two years of their course.*

5.13. TIMETABLE FOR TAUGHT STUDENTS 2018-19 – BIBLICAL AND THEOLOGICAL STUDIES PATHWAY

Semester one

	Tuesday	Wednesday
8.30am	435 Doctrine of Creation / 436 Contemporary Issues in Theology – 30 credits	401 Biblical Hermeneutics – 30 credits
10.20am	Coffee	Coffee
10.40am	Worship hour	Worship
11.15am		Research Seminar
12:45pm	Lunch	Lunch
1.30pm		<i>Pastoral group/Study Skills</i>
2.15pm – 4pm		402 Theological Enquiry and Interpretation – 15 credits (8 weeks only)

Semester two

	Wednesday
8.30am	411 OT Theology – 30 credits
10.20am	Coffee
10.40am	Worship
11.15am	Research Seminar
12:45pm	Lunch
1.30pm	<i>Pastoral groups/Study Skills</i>
2.15pm – 4pm	426 Revelation / 477 Multicultural Churches – 30 credits

- 5.13.1. *Please note that where options are available these units are only guaranteed to run if there is sufficient take-up.*
- 5.13.2. *Part-time students are expected to complete 120 credits over two years, and are recommended to complete the core units 401 and 402 in their first year.*
- 5.13.3. *Full-time students are expected to complete all 120 credits in their first year, including core units 401 and 402.*
- 5.13.4. *All students must complete unit 403, Theological Research, which is taught via a residential study period from 7 p.m. on 13 March – 12.30 p.m. on 15 March. Part-time students will attend this residential in their second year.*
- 5.13.5. *In addition the following option will be offered: 404 The Mission of Justice and the Theology of Law (by residential, dates t.b.c).*
- 5.13.6. *All students are required to attend the Research Seminar during the year, or years, of their taught part 1 studies.*

Document control box			
Title	Master of Theology Pathways Handbook for Courses in 2018-2019		
Date approved	September 2018	Implementation date	September 2018
Next review date	August 2019	Supersedes versions	April 2012, last revised July 2015, February 2017, October 2017, February 2018
Version	2018-2019/v1		
Approving body	Governors		
Quality Code consulted			
Member of staff responsible	Academic Director		