

CAPE TOWN BAPTIST SEMINARY

GUIDELINES FOR MASTER'S IN PHILOSOPHY STUDIES

MPHIL (APPLIED THEOLOGY) FULL-TIME & PART-TIME: 2013 - 2015

In co-operation with the University of Pretoria

1. Qualification and Accreditation

The Cape Town Baptist Seminary is offering a Master's in Philosophy (MPhil) degree, in cooperation with the University of Pretoria equipping people for ministry or for further theological studies.

2. Purpose

The purpose of the course is to provide theological education and preparation for the ministry to people who already have completed a (non-theological) Bachelor's degree. It is ideally suited for people who are in some form of employment, who wish to receive further education in theology or train for the ministry in response to a call to ministry (or some other motivation), but do not want to complete another bachelor's degree or resign from their current employment.

3. Method

The student is introduced to the broad range of theological and ministry-related issues in order to gain the necessary knowledge and the research skills required to work in this field, and to satisfy any requirements for ministry by a church or denomination, such as the Baptist Union of SA.

The **three-year part-time programme** is divided into 6 semesters. The first 5 semesters are used to introduce the student to the 5 main disciplines of Theology (one discipline per semester), viz. New Testament Studies, Old Testament Studies, Systematic Theology, Practical Theology, and Church History and Missions. During the sixth and final semester the student is required to complete a research project (mini-dissertation) on a topic of his/her choice, combined with some practical ministry involvement.

Students receive their course requirements at the beginning of the semester during a one-day workshop. The requirements include some reading, research, preparation of papers or assignments, attendance of workshops during the semester, and a final evaluation at the end of the semester. The nature of the final evaluation is determined by the lecturer, but is designed to test insight and grasp of the particular theological discipline. The registrar will arrange a once per semester **three day-long workshop**, which will serve the purpose of a contact session with students, consisting of lecturing and evaluation time. Registration takes place at the beginning of the year and semesters run from February to early June, and end of July to end of November.

The **three-year full-time programme** is structured differently. The student's subjects are determined by the BTh/BMin Curriculum for full-time undergraduate studies, but cover the 5 main disciplines of Theology mentioned above.

The part-time programme for 2013-2015 is as follows:

Semester 1 (2013):	New Testament Studies
Semester 2 (2013):	Old Testament Studies
Semester 1 (2014):	Church History & Missions
Semester 2 (2014):	Systematic Theology
Semester 1 (2015):	Practical Theology
Semester 2 (2015):	Research Essay

4. Entrance requirements

A three-year non-theological bachelor's degree (completed at a registered private higher institution or registered public institution) or its equivalent is required to qualify. The exit qualification (MPhil) is equivalent to an Honours degree and qualifies the student to enroll for the MA (Theology) or its equivalent at most educational institutions in South Africa and abroad.

5. Duration

The course is offered over a minimum period of three years with an option of doing one continuation year should the student require more time to finish his/her studies.

6. Course contents

The material (not subjects) covered in the different disciplines include at least the following:

6.1 New Testament

- NT Introductory Issues
- NT Theology
- NT Exegesis and Rules of Interpretation (Hermeneutics)
- NT Background and Canon

6.2 Old Testament

- OT Introductory Issues
- OT Theology
- OT Exegesis and Hermeneutics
- OT History and Background

6.3 Systematic Theology

- Introduction and Overview

- A study of each of the theological topics (Creation, Revelation, Inspiration, Soteriology, Pneumatology, Eschatology, etc.)
- Baptist Principles (Theology)

6.4 Practical Theology

- Introduction to Practical Theology
- Pastoral Care and Counseling
- Homiletics
- Church Administration

6.4 Church History and Missions

- Early Church History
- Middle Ages and Reformation
- South African Church History
- Theology of Missions
- Cross-Cultural ministry

7. Graduation

Students, after completing all the academic requirements, officially graduate from the University of Pretoria and may attend the University's annual graduation ceremony (March/April every year). Graduates are also recognized at the Seminary's Graduation Service at the end of the year preceding their official graduation from the university.

8. Fees (All fees quoted, are for students registering in 2013; it is subject to change and reviewed annually).

The fees for registering in 2013 are as follows (quoted in South African Rand):

8.1 MPhil Fees: R33 940-00 [2013-2015]

Fee	Due date	Amount
1. Application fee	Non-refundable Payable upon applications Deadline 7 December 2012	R250-00
2. Registration fee	Non-refundable retention fee Payable before 15 January 2013	R2 000-00
3. Tuition fee	31 May 2013 (1 st semester) 31 October 2013 (2 nd semester) 31 May 2014 (1 st semester) 31 October 2014 (2 nd semester) 31 May 2015 (1 st semester) 31 October 2015 (2 nd semester)	R5 282-00 R5 282-00 R5 282-00 R5 282-00 R5 281-00 R5 281-00
4. Continuation fee	15 January 2016	R5 315-00
5. Foreign postgrad UP fee	15 January 2013 15 January 2014 15 January 2015 15 January 2016	R2 000-00 R2 000-00 R2 000-00 R2 000-00

- Arrangements can be made to pay off the fees per month, but all fees must be paid before a student will be allowed to register for the following semester. Should a student not be able to settle the fees for a particular semester, he/she will be temporarily withdrawn from the programme. Final year students will not be allowed to graduate in March/April 2016 from the University of Pretoria.
- A student will be allowed to register for one continuation year should he/she require more than three years to complete the course. The continuation fee for 2016 is R5 315, and is reviewed annually and adjusted accordingly.

8.2 Fees payable at withdrawal

When a student **withdraws** or **is withdrawn by CTBS** from the MPhil programme, the following table explains the amount due by the student:

1 st semester	Amount due by student	2 nd semester	Amount due by student
2013			
Before 31 May 2013	R5 282-00	Before 31 October 2013	R10 564-00
2014			
Before 31 May 2014	R15 846-00	Before 31 October 2014	R 21 128-00
2015			
Before 31 May 2015	R19 500-00	Before 31 October 2013	R26 409-00

- A student who withdraws from the MPhil programme, must submit a **letter of withdrawal** to the registrar, Dr. Rabie-Boshoff. Until a letter is received from the student, the Seminary and University assume that you are still registered, and you are expected to pay the relevant fees. The letter of withdrawal must contain the student's full name and student number, must be addressed to the Registrar of the University of Pretoria and submitted to the Registrar of the Cape Town Baptist Seminary.
- The cost of books, postage of study material, transport and accommodation is for the student's own account.

9. Registration

Application is made to the Seminary as well as to the University of Pretoria, **both of which must be sent to the Seminary**. Application to the University is sent **via the Seminary**, and needs to be approved by the University of Pretoria. This process may take a while but does not prevent you from beginning your studies. However, the Seminary cannot be held responsible if an application is not approved.

The deadline for application is Friday, 7 December 2012, and the deadline for registration is Tuesday, 15 January 2013. It is advisable to apply as early as possible. Applications are submitted to the University of Pretoria by the registrar, Dr. Rabie-Boshoff, by the 10th of December 2012.

The following documents must be attached to the preliminary Seminary application form:

- **Two certified copies** of Identity Document (ID) or passport
- **Two certified copies** of school leaving certificate and tertiary education
- **Two certified copies** of transcript(s) of all tertiary studies completed

(NB. The University may require that we submit original certificates and transcripts. These will be sent by courier to and from the University, by the Seminary. Applicants therefore need to secure these original documents prior to application).

Bank details:

Bank name: Standard Bank of South Africa Ltd.

Name of Branch: Tyger Manor

Name of Account Holder: Cape Town Baptist Seminary

Type of Account: Check or Current

Account Number: 071914463

Routing Number / Branch Number: 050410

Swift Address for Foreign Exchange: SBZAZAJJ

Bank's Physical Address: 309 Durban Rd., Bellville, Cape Town 7530

Bank's Tel. number: 27-21-919 0704

10. International Students

Students from other countries need to note the following:

- The University of Pretoria needs to approve your level of study as an entrance requirement.
- Foreign students need a study permit to register for the MPhil, if the student plans to spend extensive periods of time in South Africa. This must be done in your country of residence. If you need assistance, please contact the Registrar.
- Applications for passports and visas (where required) are your own responsibility.
- Postage for any books/readers sent to the student is for the student's account. You may determine the method used, e.g. airmail, surface mail, or special carrier.

11. Enquiries

We invite you to contact us if you have any questions. Direct your enquiries to Dr. Annelien Rabie-Boshoff (Registrar; <registrar@ctbs.org.za>) OR Ms. Colleen Nourse (Assistant registrar; <info@ctbs.org.za>).

POSTAL ADDRESS

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CAPE TOWN BAPTIST SEMINARY

Preliminary Application for MPhil (Applied Theology): 2013-2015
[To be POSTED/COURIERED to the Registrar]

This application forms part of the *initial* process to be allowed to register. Once approved by the Seminary, the applicant will be required to fill in the application and registration forms of the University of Pretoria. The Seminary reserves the right to turn down an application based on criteria set by the Seminary, and the same applies for the University of Pretoria.

1. Title (Dr, Mr, Mrs, Miss): _____

2. Surname: _____

3. First Names:

4. Address:

5. Telephone number: _____ Fax: _____

E-mail: _____

6. Highest school qualification (secondary):

7. Tertiary qualifications (please supply certified copies of qualifications and transcripts):

Qualification awarded	Institution	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____

8. Church Membership: _____

9. Current (or last) employment/ministry: _____

10. A brief account of your conversion experience and call to ministry:

11. Explain why you would like to enrol for the MPhil:

12. Have you applied for the same or similar study at another institution?

13. If yes, where and when? _____

14. What was the result of your application? _____

15. Give a brief description of the area of study you are interesting in pursuing in your research:

I have read the Guidelines and understand the requirements and financial implications for the MPhil programme.

Full name: _____

ID / Passport number: _____

Signature: _____

Date: _____