

## Important Certificate Dates 2018

Under the Australian College of Theology's 'Variation of Enrolment Policy', we are required to inform you of the various dates relating to your chosen unit(s).

### Semester 1 units

Unit code	Unit name	Location	Start date	Administration date	Census date	Withdrawal date	End date
DAN	Disability and God's People	Dapto	9 Feb	9 Mar	31 Mar	4 May	30 Jun
GRF	Understanding Grief	City	8 Feb	9 Mar	31 Mar	4 May	30 Jun
IAPC	Practical Pastoral Care	City	5 Feb	23 Feb	31 Mar	11 May	30 Jun
IAPC	Practical Pastoral Care	Emu Plains	26 Feb	16 Mar	31 Mar	25 May	30 Jun
IAPC	Practical Pastoral Care	Manly Vale	8 Feb	23 Feb	31 Mar	4 May	30 Jun
IPC	Pastoral Care	City (Tues)	13 Feb	2 Mar	31 Mar	11 May	30 Jun
IPC	Pastoral Care	City (Thurs)	15 Feb	16 Mar	31 Mar	11 May	30 Jun
IPC	Pastoral Care	Manly Vale	8 Jan	19 Jan	31 Mar	13 Apr	30 Jun
OT	Old Testament	City	6 Feb	23 Feb	31 Mar	4 May	30 Jun
PCMI	Pastoral Care for those with Mental Illness	City	14 Feb	16 Mar	31 Mar	25 May	30 Jun
PE	Pastoral Evangelism	City	2 Feb	16 Feb	31 Mar	4 May	30 Jun
PE	Pastoral Evangelism	Mittagong	8 Feb	23 Feb	31 Mar	4 May	30 Jun

### Semester 2 units

Unit code	Unit name	Location	Start date	Administration date	Census date	Withdrawal date	End date
DAN	Disability and God's People	City	25 Jul	10 Aug	31 Aug	21 Sep	30 Nov
IAPC	Practical Pastoral Care	City (Tues)	31 Jul	17 Aug	31 Aug	28 Sep	30 Nov
IAPC	Practical Pastoral Care	City (Thurs)	2 Aug	17 Aug	31 Aug	26 Oct	30 Nov
IPC	Pastoral Care	City (Wed)	25 Jul	10 Aug	31 Aug	21 Sep	30 Nov
IPC	Pastoral Care	City (Fri)	27 Jul	17 Aug	31 Aug	26 Oct	30 Nov
NT	New Testament	City	24 Jul	10 Aug	31 Aug	21 Sep	30 Nov
PE	Pastoral Evangelism	City	26 Jul	10 Aug	31 Aug	26 Oct	30 Nov
PE	Pastoral Evangelism	Manly Vale	26 Jul	10 Aug	31 Aug	21 Sep	30 Nov
PLC	Personal Life of the Christian	City	14 Aug	24 Aug	31 Aug	19 Oct	30 Nov
SM	Ministry with Seniors	City	31 Jul	17 Aug	31 Aug	26 Oct	30 Nov

Please see page 3 for further information about these dates.

# Semester timeline – important Certificate dates if making changes to your enrolment

Please use this chart in conjunction with the specific dates listed for your unit/s on the previous pages.

	Start Date	Administration Date	Census Date	Withdrawal Date	End Date
<b>Withdrawing</b>	<p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> <li>No variation of enrolment fee applies</li> <li>Unit deleted from record</li> <li>No academic penalty</li> <li>Full refund of any up-front payments</li> </ul>	<p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> <li>No variation of enrolment fee applies</li> <li>No academic penalty</li> <li>Full refund of any up-front payments</li> </ul>	<p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> <li>No variation of enrolment fee applies</li> <li>No academic penalty (unit graded W- Withdrawn)</li> <li>No refund of any up-front payments*</li> </ul>	<p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> <li>No variation of enrolment fee applies</li> <li>Academic penalty (unit graded FW- Failure to Withdraw)</li> <li>No refund of any up-front payments*</li> </ul>	
	<b>Adding or Substituting</b>	<p>If you <u>add or substitute</u> a unit here:</p> <ul style="list-style-type: none"> <li>No variation of enrolment fee applies</li> <li>Up-front payment applies</li> </ul>	<p>If you <u>add or substitute</u> a unit here:</p> <ul style="list-style-type: none"> <li>Variation of enrolment fee applies (\$35 per unit in 2017) + written agreement of unit lecturer required</li> <li>Up-front payment applies</li> </ul>	<p>No units may be added or substituted after the Census Date</p>	

*\* If a student considers 'special circumstances' prevailed at the time of withdrawal from the unit, the student may request refunding of any upfront payment(s) made in relation to the unit.*