

Important Certificate Dates 2019

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 |
|-----------|-------------------------|----------|------------|---------------------|-------------|-----------------|----------|
| GRF | Understanding Grief | City | 18-Feb | 18-Mar | 31-Mar | 7-May | 28-Jun |
| IPC | Pastoral Care | City | 14-Feb | 8-Mar | 31-Mar | 3-May | 28-Jun |
| CB | Christian Belief | City | 21-Feb | 15-Mar | 31-Mar | 8-May | 28-Jun |
| OT | Old Testament | City | 23-May | 31-May | 25-Jun | 7-Aug | 27-Sep |
| IAPC | Practical Pastoral Care | City | 30-May | 7-Jun | 25-Jun | 9-Aug | 27-Sep |

Semester 2 units

| Unit code | Unit name | Location | Start date | Administration date | Census date | Withdrawal date | End date |
|-----------|-----------------------|----------|------------|---------------------|-------------|-----------------|----------|
| PE | Pastoral Evangelism | City | 5-Sep | 12-Sep | 23-Sep | 25-Oct | 29-Nov |
| SM | Ministry With Seniors | City | 15-Aug | 23-Aug | 9-Sep | 18-Oct | 29-Nov |
| NT | New Testament | City | 29-Aug | 6-Sep | 23-Sep | 23-Oct | 29-Nov |

Please see page 2 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 |
|--------------------|--|--|--|--|----------|
| Withdrawing | <p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> No variation of enrolment fee applies Unit deleted from record No academic penalty Full refund of any up-front payments | <p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> No variation of enrolment fee applies No academic penalty Full refund of any up-front payments | <p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> No variation of enrolment fee applies No academic penalty (unit graded W- Withdrawn) No refund of any up-front payments* | <p>If you <u>withdraw</u> from a unit here:</p> <ul style="list-style-type: none"> No variation of enrolment fee applies Academic penalty (unit graded FW- Failure to Withdraw) No refund of any up-front payments* | |
| | Adding or Substituting | <p>If you <u>add or substitute</u> a unit here:</p> <ul style="list-style-type: none"> No variation of enrolment fee applies Up-front payment applies | <p>If you <u>add or substitute</u> a unit here:</p> <ul style="list-style-type: none"> Variation of enrolment fee applies (\$40 per unit in 2019) + written agreement of unit lecturer required Up-front payment applies | <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.*