

## DISCLOSURE OF INFORMATION TO STUDENTS PRIOR TO ENROLMENT 2022

**IMPORTANT:** Students are required to sign the declaration on the last page of the Te Kupenga – Catholic Theological College (CTC) enrolment form to acknowledge that they have received this information before enrolment as required by section 354(a-c) of the Education and Training Act 2020.

NZQA's External Evaluation and Review of Te Kupenga – Catholic Theological College (2021) resulted in NZQA being Highly Confident in the Educational Performance and Confident in the Capability in Self-assessment. Thus placing CTC in NZQA's Category 1 (highest rating).

There are no material conflicts of interest of any of the governing members and management of Te Kupenga. The following members of the governance board have interests in other tertiary organisations:

- Dr Kate Kearins is on the senior leadership team at AUT
- Turi Ngatai is the Executive Director Māori for Open Polytechnic NZ – Toi-Ohomai
- Sandy Pasley is on the Victoria University of Wellington MSSL Advisory Group

### Student Achievement Component (SAC) Funded Programmes

Te Kupenga – Catholic Theological College qualifications are registered on the National Qualifications Framework and are eligible to receive government assistance in the form of Student Achievement Component funding. These qualifications are listed below:

Programmes of study that are NZQA registered and SAC funded	EFTS	Credits
<b>NQF Level 7</b>		
PC9223 Bachelor of Theology	3.00	360
111330 Graduate Diploma in Theology	1.00	120
<b>NQF Level 6</b>		
NZ2773 New Zealand Diploma in Christian Studies (Christian Leadership)	1.00	120
NZ2773 New Zealand Diploma in Christian Studies (Pastoral Ministry)	1.00	120
NZ2773 New Zealand Diploma in Christian Studies (Religious Education)	1.00	120
<b>NQF Level 5</b>		
NZ2771 New Zealand Certificate in Christian Studies (Christian Ministry)	0.49	60
NZ2771 New Zealand Certificate in Christian Studies (Religious Education)	0.67	80

Programmes of study that are NOT NZQA registered and SAC funded	EFTS	
Certificate in Personal Interest	0.17	20
Safeguarding in the Catholic Church in Aotearoa NZ	0.25	30

The non-registered and non-funded programmes use the same mechanisms for student protection and disclosure of information as the registered programmes. CTC reviews and assesses all courses.

### Course Fees 2022

Students who are enrolling for tertiary study for the first time may be eligible for fees-free support from Study-Link. New Zealand citizens and residents can apply for student loans to pay the fees for the NZQA registered and SAC funded programmes of study. All fees are in NZ dollars and are GST inclusive.

Level 7 Awards Bachelor of Theology and Graduate Diploma in Theology	Tuition fee per paper	Enrolment deposit fee <sup>1</sup>	Late enrolment fee
New Zealand citizens and residents	\$750	\$100	\$35
International students <sup>2</sup>	\$772	\$100	\$35

<sup>1</sup> to be paid at the time of enrolment.

<sup>2</sup> International students must be sponsored by a diocese or religious institution and meet admission conditions.

Level 5 and 6 Awards	Tuition fee per paper	Admin fee per paper
NZ2771 New Zealand Certificate in Christian Studies – Christian Ministry		
NZ2771 New Zealand Certificate in Christian Studies – Religious Education		
Level 5 10 credit course/paper	\$355	\$20
Level 5 20 credit course/paper	\$711	\$20
NZ2773 New Zealand Diploma in Christian Studies – Christian Leadership		
NZ2773 New Zealand Diploma in Christian Studies – Pastoral Ministry		
NZ2773 New Zealand Diploma in Christian Studies – Religious Education		
Level 6 15 credit course/paper	\$533	\$20

### Student's Claims

Student fees equal to or greater than \$500 are lodged with a trustee for the duration of the Refund Period. NZQA has accepted this arrangement as meeting the requirements of the Education and Training Act 2020 and the Student Fee Protection Rules 2013.

If Te Kupenga – Catholic Theological College goes into liquidation or receivership, pro-rata of the course shall be refunded, the pro-rata being that part which is still undelivered after the course commences. The New Zealand Catholic Bishops underwrites this provision.

### Withdrawal and Refunds

Specified Withdrawal Period for Level 7 Awards: BTH and Grad Dip TH	Last day to withdraw
Semester 1	04 March 2022
Semester 2	29 July 2022

Specified Withdrawal Period for Level 5 Certificates and Level 6 Diplomas	Last day to withdraw
Face to face course taught over six weeks	Two weeks from the start of the course
Face to face course taught intensive or block	Two calendar days from the start of the course
Online and distance taught over a semester	One month from the semester start date

A student may withdraw without penalty from a course only if the notice of withdrawal is received by the Registrar of Te Kupenga – Catholic Theological College by 4.00 pm on the last date of withdrawal, as indicated above. If the withdrawal occurs up to 4.00 pm of the final day of withdrawal, the course fee will be refunded (less the enrolment deposit fee for BTH and Grad Dip TH students and less the administration fee for NZCCS and NZDCS students). Beyond this time, fees will not be refunded.

Students who withdraw after the specified withdrawal period will typically receive a fail grade.

- For **BTH and GradDipTH** students, an application can be made by the student to the Sydney College of Divinity if there are grounds for a compassionate acceptance of the withdrawal.
- For **NZCCS and NZDCS** students, an application can be made by the student to the Level 5 and 6 Programme Coordinator if there are grounds for a compassionate acceptance of the withdrawal.