

2010 - 2011

Faculty of Theology Calendar



THE UNIVERSITY OF
WINNIPEG

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Directory

Faculty of Theology, The University of Winnipeg, 515 Portage Avenue, Winnipeg, Manitoba R3B 2E9

Building Legend:

B - Bryce Hall; D - Duckworth Centre; G - Graham Hall; L - Lockhart Hall; S - Sparling Hall; W - Wesley Hall

	<u>ROOM</u>	<u>TELEPHONE</u> (Area Code 204)	<u>EMAIL</u>	<u>FAX</u>
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Faculty Operations Manager: Bonny Hill	1B02	786 - 9112	b.hill@uwinnipeg.ca	
Assistant Director of Studies: Sandy Peterson	1B04	786 - 9320	s.peterson@uwinnipeg.ca	
Administrative Assistant, University of Winnipeg - Graduate Studies: Shelly Reid	3C02A	786 - 9466	s.reid@uwinnipeg.ca	
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Other University of Winnipeg Contacts:				
Alumni Affairs and Advancement Services	491 Portage Ave	988 - 7125	alumni@uwinnipeg.ca	772 - 4624
Bookstore	1C16	786 - 9706	bookstore@uwinnipeg.ca	772 - 5239
Disability Services	0GM12	786 - 9771	i.ducusin@uwinnipeg.ca	774 - 5519
Human Rights & Harassment Office (Contact Geri Wensel, Equity Officer)	2Mc24S	786 - 9404	g.wensel@uwinnipeg.ca	
Library Inquiries	4C13	786 - 9808		786 - 1824
Recreation & Athletic Services	1D53	786 - 9349	duckworth@uwinnipeg.ca	783 - 7866
Security/Safewalk & 24 Hour Emergency Number	1C33	786 - 6666	security@uwinnipeg.ca	783 - 1634

DEAN'S MESSAGE

Theology.

From the Greek: "a word about God."

And us.

Many words. Some written. Most not.

Ecstatic. Desolate.

Hopeful. Mournful.

Exclusive. Inclusive.

Christian, mostly. Others, increasingly.

Theology is a reflective discipline, contending with the complex, often paradoxical experience of being a creature in the image of the Creator.

Theology is about what it means to be human.

And Theology is alive and well at every turn and everywhere.

In China, 2 new churches are opened every three days. The vibrancy of African witness in the early centuries of Christianity is returning in new and dynamic ways. In Canada, and especially in Winnipeg, we are concerning ourselves with "doing theology in a fair country", to borrow a phrase from John Ralston Saul.

Our networks are ecumenical, interfaith and global. We engage in ongoing dialogue with culture, science and politics.

We are in the heart of the academy, and pulse to the heartbeat of the city.

We offer degrees, diplomas and certificates – and study for the sheer joy of it.

In 2011 we will be 140 years young.

We are the Faculty of Theology in the University of Winnipeg, and we welcome you!



James Christie, Dean and Professor of Dialogue Theology

IMPORTANT NOTES

New Student Information System

The University of Winnipeg / Faculty of Theology is implementing a new Student Information System (SIS) during 2010, and the course numbering system for academic departments, programs, and areas of concentration is being changed. Please refer to the various Timetables regarding the new numbering system.

Academic Terms

The University of Winnipeg, offers courses in three terms. The Fall and Winter terms each have 12 weeks of classes; The Spring/Summer term runs from April to August; A full course (6 credit hours) is normally taught over two half terms and a half course (3 credit hours) over one term. However, a course may also be taught in a condensed or expanded time frame.

FIPPA and PHIA

The Freedom of Information and Protection of Privacy Act (FIPPA) and The Personal Health Information Act (PHIA) both apply to the University of Winnipeg. The Vice-Presidents of the University have responsibility for the implementation and oversight of all matters related to both pieces of legislation. Should any of the university's policies conflict with FIPPA or PHIA, the provisions of FIPPA or PHIA shall prevail unless otherwise expressly provided for at law.

Loss of Service

No liability shall be incurred by the University of Winnipeg for loss or damage suffered or incurred by any student or third party as a result of delays in or termination of services, courses or classes by reason of: acts of God, fire, floods, weather, riots, wars, strikes, lock-outs, damage to University property, financial conditions, or other happenings or occurrences beyond the reasonable control of the University.

International Visa Student Fee Surcharge

A 200% surcharge on tuition will be in effect for International Visa students

National Day of Action and Remembrance of Violence Against Women

In recognition of the "National Day of Action and Remembrance of Violence Against Women," The University of Winnipeg Senate passed a motion that on December 6: there be academic amnesty for assignments, papers, participation marks, and attendance marks for that date; that no tests or exams be held after 3:30 p.m. on that date; and that classes operate on a normal schedule on that date.

Religious Observances- Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work or examinations without penalty.

Smoking - The University of Winnipeg is a non-smoking environment.

Important Notice and Disclaimer

The information in the 2010 -2011 Faculty of Theology Course Calendar, posted on the Faculty website, is considered the final and accurate authority on all academic matters. If there are differences between any published documents and the posted Calendar, the posted Calendar will be considered the authority.

The contents of this Calendar reflect the intentions of the University at the time of posting, with respect to the matters it contains. THE UNIVERSITY EXPRESSLY RESERVES THE RIGHT TO DEVIATE FROM WHAT APPEARS IN THE CALENDAR, including both content and scheduling, in whole or in part, and including, without limiting the generality of this disclaimer, the right to revise the content of, and to cancel, defer, reschedule or suspend, in whole or in part, the scheduling of particular periods of instruction, courses, or programs, and the academic program of the University, and to alter, accelerate or defer fees and charges, and to do any or all of the above either in order to serve what the University considers to be the best interests of the academic or student community or of the University itself, or because of any circumstance or occurrence, whether occurring by or through the wilful act or negligence of the University, or otherwise and whether or not beyond the reasonable or other control of the University, and as a result of circumstances or occurrences including financial resources, natural catastrophe or disaster, the health, safety and well-being of the employees or students of the University, labour disagreements or disputes, slow-downs, work-stoppages, and strikes. THE UNIVERSITY DOES NOT ACCEPT, AND EXPRESSLY DISCLAIMS, ANY OR ALL RESPONSIBILITY OR LIABILITY to any person, persons or group, for any loss, injury, damages or adverse effect, either direct or indirect, consequential or otherwise, arising out of any one or more of such deviations. The University disclaims liability to any person who may suffer loss as a result of reliance upon any information contained in this Calendar.

Each and every of the subsequent provisions contained in this Calendar, and the relationship, both legal and otherwise, between the University, and its students, is expressly subject to and governed by the above provisions.

The Faculty of Theology, Director of Studies will assist students with any questions or problems which might arise concerning the interpretation of academic regulations. It is, however, the responsibility of students to see that their academic programs meet the University's regulations in all respects.

DATES FOR THE ACADEMIC YEAR

	2010		2011
TBA	Lectures begin for the Winter term (review applicable Timetable for exact start dates).	Jan 4	Lectures begin for the Winter term (review applicable Timetable for exact start dates).
Jan 4 - 14	Period when Winter term course add/drops occur.	Jan 4 - 14	Period when Winter term course add/drops occur.
Jan 14	FINAL DATE for payment of tuition for Winter term without a Late Payment Fee being charged. Unpaid fees after this date will also result in the restricting of future registration privileges.	Jan 14	FINAL DATE for payment of tuition for Winter term without a Late Payment Fee being charged. Unpaid fees after this date will also result in the restricting of future registration privileges.
Jan 22	NOTE: registrations processed after this date will be subject to a \$25.00 Late Registration Fee per course. FINAL DATE to withdraw without academic penalty from courses which begin in September 2009 and end in March/April 2010 of the 2009/2010 Fall/Winter terms.	Jan 22	NOTE: registrations processed after this date will be subject to a \$25.00 Late Registration Fee per course. FINAL DATE to withdraw without academic penalty from courses which begin in September 2009 and end in March/April 2011 of the 2010/2011 Fall/Winter terms.
Feb 15	Louis Riel Day: University Closed	Feb 21	Louis Riel Day: University Closed
Feb 15 - 20	* Mid-term reading week. No classes.	Feb 21-25	* Mid-term reading week. No classes.
Mar 1	* FINAL DATE to submit Bursary Applications until next deadline of June 1.	Mar 1	* FINAL DATE to submit Bursary Applications until next deadline of June 1.
Mar 1	* Registrations will be accepted for courses in the Spring/Summer term. All registrations must be accompanied with the non-refundable tuition deposit.	Mar 1	* Registrations will be accepted for courses in the Spring/Summer term. All registrations must be accompanied with the non-refundable tuition deposit.
Mar 5	FINAL DATE to withdraw without academic penalty from courses which begin in January and end in March/April.	Mar 5	FINAL DATE to withdraw without academic penalty from courses which begin in January and end in March/April.
Apr 2	Good Friday: University Closed.	Apr 22	Good Friday: University Closed.
TBA	* Winter term ends.	Apr 7	* Winter term ends.
May 24	Victoria Day: University Closed.	May 23	Victoria Day: University Closed.
June 11	Annual Spring Convocation for the conferring of degrees.	June 10	Annual Spring Convocation for the conferring of degrees.
Jul 1	Canada Day: University Closed.	Jul 1	Canada Day: University Closed.
Jul 26 - Aug 20	* Registrations will be accepted for courses in the Fall/Winter terms. All registrations must be accompanied with the non-refundable tuition deposit.	TBD	* Registrations will be accepted for courses in the Fall/Winter terms. All registrations must be accompanied with the non-refundable tuition deposit.
Aug 2	Civic Holiday: University Closed.	Aug 1	Civic Holiday: University Closed.
Aug 25	* FINAL DATE to submit Bursary Applications until next deadline of December 1.	Aug 25	* FINAL DATE to submit Bursary Applications until next deadline of December 1.
Sept 1 - 14	Period when Fall/Winter term course add/drops occur.	Sept 1 - 14	Period when Fall/Winter term course add/drops occur.
Sept 6	Labor Day: University Closed.	Sept 5	Labor Day: University Closed.
Sept 7	* Lectures begin for the Fall term (review applicable Timetable for exact start dates).	Sept 6	* Lectures begin for the Fall term (review applicable Timetable for exact start dates).
Sept 14	FINAL DATE for payment of tuition for Fall term without a Late Payment Fee being charged. Unpaid fees after this date will also result in the restriction of future registration privileges.	Sept 14	FINAL DATE for payment of tuition for Fall term without a Late Payment Fee being charged. Unpaid fees after this date will also result in the restriction of future registration privileges.
Oct 11	NOTE: registrations processed after this date will be subject to a \$25.00 Late Registration Fee per course.	Oct 10	NOTE: registrations processed after this date will be subject to a \$25.00 Late Registration Fee per course.
Oct 17	Thanksgiving Day: University Closed.	TBD	Thanksgiving Day: University Closed.
TBA	Annual Fall Convocation for the conferring of Degrees.	TBD	Annual Fall Convocation for the conferring of Degrees.
TBA	FINAL DATE to withdraw without academic penalty from courses which begin in September and end in November/December.	TBD	FINAL DATE to withdraw without academic penalty from courses which begin in September and end in November/December.
Dec 1	* FINAL DATE to submit Bursary Applications until next deadline of March 1.	Dec 1	* FINAL DATE to submit Bursary Applications until next deadline of March 1.
Dec 13	* 2010 Fall term ends.	TBD	* 2010 Fall term ends.
Dec 22	University Closed until January, 2011.	TBD	University Closed until January, 2012.

GLOSSARY

Admission: The process of applying to and providing the necessary documentation to enrol in a degree credit program in the Faculty of Theology.

Alumni: Graduates of University degree programs are collectively called alumni. Upon graduation, such students automatically become members of the Alumni Association.

Alumni, Associate Member: Students who have successfully completed 30 credit hours of degree-credit courses also may apply for Associate Membership.

Appeal: An appeal is the avenue of recourse available to students who wish to seek redress for what they deem to be an unfair decision of a faculty member or the Faculty of Theology administration, or to obtain exemption from a policy or regulation. Appeals procedures are outlined in *Academic Regulations and Policies*.

Assistant Director of Studies: Administrative Officer who is directly responsible for the timetable, website, stipends, payments to instructors, communications, alumni and special events.

Assistant Registrar, University of Winnipeg - Graduate Studies: Administrative Officer who is directly responsible for admissions, registrations, tuition payments, student files, grades, and transcripts.

Auditor: An audit student is one who has paid a reduced fee and has been granted permission by the instructor to sit in on a course. Such a student may not participate in the class, except by invitation of the instructor, and is not entitled to receive course credit.

Calendar: The annual publication which outlines admission requirements, general regulations, degree requirements, grading policies, course descriptions, administrative structure, faculty personnel, and other information pertinent to an education in the Faculty of Theology.

Challenge for Credit / Prior Learning Assessment: A method through which a student may be able, with appropriate evidence and documentation, to obtain credit for learning acquired outside the University.

Convocation: The ceremony at which degrees are conferred upon students, after which they are called graduates and alumni.

Credit Hour: The unit of measurement for the relative weight of courses.

Dean: The administrative head of the Faculty of Theology.

Director of Studies: Administrative officer who oversees admissions, course offerings, appeals and graduation.

Elective: A course not prescribed by the requirements of a program, but acceptable within that program and chosen by the student.

Faculty: The teaching and research staff of the University.

Faculty Operations Manager: Directly responsible for the Dean's schedule and administrative records as well as all senior executive files, Theology operational budget, adjunct / faculty files, student bursaries and trust funds

FIPPA: The acronym for the Freedom of Information and Protection of Privacy Act of the Government of Manitoba.

Full-Time Student: A student who is registered for a minimum of 9 credit hours per term.

Grade Point: The numerical value given to an alphabetical letter grade used in the assessment of academic performance.

Grade Point Average: A numerical index of performance, the Grade Point Average or GPA is calculated by dividing the number of weighted grade points achieved by the number of credit hours successfully completed. A cumulative GPA is based on all course attempts for which grades were received. The graduation GPA is based only on those courses which are presented for graduation.

Graduation: The process whereby students, having completed all the requirements in a prescribed course of study, are awarded the degree(s) earned, after which they are called graduates and alumni.

Incomplete: This term refers to the opportunity, granted to a student by the Faculty of Theology, to complete items of term work after the end of the evaluation period for a course. Appeals procedures are outlined in *Academic Regulations and Policies*.

Mark Statement: The official notification of final grades mailed to students after each academic term.

Part-Time Student: A student who is registered for fewer than 9 credit hours per term.

Practicum: A course of study involving supervised work experience.

Prerequisite: The preliminary requirement which must be met before a course can be taken.

Prerequisite Waiver: Written permission from the instructor or appropriate theology member for a student to register in a course without the stated prerequisite.

Registration: The process of officially enrolling in courses for a particular term or terms.

Residence Requirement: The total number of credit hours that must be taken at the University of Winnipeg, Faculty of Theology, in order to qualify for a degree from the Faculty of Theology.

Term: A term is the designated period in the academic year during which courses are offered. The Faculty of Theology offers courses in a Fall term, a Winter term, and a Spring/Summer term.

Timetable: The list of courses which are offered during a particular term or terms.

Transcript: The official document prepared by the Faculty of Theology of each student's complete academic history.

I. THE FACULTY OF THEOLOGY

University of Winnipeg Mission Statement:

The University of Winnipeg is committed to excellence in post-secondary education through undergraduate and selected graduate programs, rooted in the liberal arts and culminating in degrees such as those in Arts, Science, Education, and Theology. In pursuit of our mission, we are guided by the knowledge that our primary responsibility is to our students, to whom we strive to offer a community which appreciates, fosters and promotes values of human dignity, equality, non-discrimination and appreciation of diversity. We view both accessibility and excellence as important goals, and will endeavour to make the University as accessible as we can while maintaining high standards of quality in our academic programs. In the practice of scholarly enquiry through both teaching and research, we provide students with breadth and depth of knowledge, the skills to communicate effectively and to make informed decisions, an understanding of the ethical problems facing our society, and an appreciation of the full range of human, aesthetic and environmental values. The University of Winnipeg values academic freedom, self-governance and community service.

Guiding Principles

The following abilities are central to a sound undergraduate liberal arts and science education: the ability to express oneself clearly and to read and listen critically; the ability to think logically and analyze quantitatively and qualitatively; the ability to relate the methods of the natural and social sciences to our natural and social environment; the ability to make informed and discriminating ethical and other value judgements; and the ability to interpret persons, things, events and circumstances from multiple philosophical, historical, cultural and scholarly perspectives. An undergraduate liberal arts and science education enhances professional programs and provides a basis for life-long learning.

In keeping with the traditions of our founding colleges, The University of Winnipeg is concerned with developing our students' intellectual capacities, and their sense of self-worth and of responsibility to the community. We seek to increase their awareness of important moral issues, to develop and foster their concern for the welfare of others, and to enrich their understanding of the interdependence of all aspects of life in the modern world. This may be achieved through the application of multi-disciplinary approaches to the study of important issues wherever possible.

The unique character of The University of Winnipeg derives from the fact that we are a medium-sized university with a primary focus on undergraduate liberal education. This enables us to offer considerable breadth and depth in our programs while maintaining reasonable class sizes and enhanced interaction among students and between students, faculty and staff. It is an important part of our mission to preserve and, wherever possible, to enhance this character through carefully planned academic development and attention to the needs of our students, both full and part-time. The University will continue to seek improvements in its physical facilities and amenities, including ways in which the University can have a positive impact on the broader environment. These actions will require increased attention to matters of funding, through continued advocacy before the provincial government and the public on the University's financial needs, and through efforts to raise funds from the private sector in support of programs, facilities and scholarships.

In the true spirit of the nature of universities, The University of Winnipeg has an important role in the creation of new knowledge and the exploration of new ideas. Through support of the research and other scholarly activities of faculty members, including participation in graduate studies both within the institution and in collaboration with other universities, the University ensures that teaching and learning keep pace with the ever-changing state of knowledge. Further, we are committed to providing our undergraduates with opportunities to participate in, and contribute to, these activities at a relatively early stage in their academic development.

Through the Faculty of Theology, The University of Winnipeg will work in partnership with other colleges and universities and with various denominations and religious traditions to provide certificate and graduate programs in Theology and Counselling.

Our commitment to excellence is extended to include secondary education through The Collegiate, and to life-long learning through the Division of Continuing Education.

As essential components of the University tradition, the values placed on equality and diversity, academic freedom, self governance and community service, provide the environment whereby a community of scholars students and faculty may have the freedom to examine ideas responsibly, and to participate in the academic operations of the institution through processes which reflect a balance between democracy, efficiency, innovation and accountability. Our mission and role in society requires that we foster an exemplary employment environment and adopt policies and measures which foster an atmosphere free from racism, sexism, and all other forms of stereotyping, harassment, and discrimination. The University of Winnipeg values the contributions of all staff members to our academic enterprise, and will endeavour to provide a healthy work environment, improved career opportunities, and job satisfaction.

The University of Winnipeg strives to pay particular attention to ways in which institutional resources-human, cultural, athletic, and recreational - can improve the quality of life in the broader community. This includes cooperation with business, industry, government, and community groups, and actions which ensure that the public is well-informed about the University and has ample opportunities to communicate with it.

The University of Winnipeg recognizes that our most valuable community resource is our alumni. We are committed to maintaining our ties with our graduates through open communication, through increased involvement of our alumni in the activities of the University and the Alumni Association, and by providing opportunities for further education.

Faculty of Theology Mission Statement:

The Faculty of Theology serves our multi-faith, multi-cultural, and multi-denominational communities by providing graduate study and theological programs to equip leaders for the ministries of faith, justice, peace, and healing.

Implementation of the Mission Statement:

We seek to carry out our mission in the following ways:

- ◆ We partner with other schools, centres, and programs to provide a multi-faceted and integrated approach to education for leadership.
- ◆ We promote critical reflection through teaching, research, and writing that is contextual and global in perspective, that is liberating, and that leads us to live with respect in creation.
- ◆ We create a safe and supportive community of learning that values diversity.
- ◆ We seek peace and justice especially through our programs in interfaith cooperation, partnerships with Aboriginal communities, education for ethnic church leadership, and the Peace and Justice concentration in our Master of Arts (Theology) program.
- ◆ We facilitate healing in our communities through programs in Family Therapy, Pastoral Education and Counselling, Spirituality and Spiritual Direction, and for Elders in community organizations.
- ◆ In all our work we build on the historic contributions of the United Church of Canada and its founding denominations, and we are committed to theological education and to the liberating gospel of Jesus Christ.

Accreditation and Affiliation

The Faculty of Theology is an accredited member of the Association of Theological Schools (ATS) of the U.S. and Canada. The Supervised Pastoral Education Network is accredited by the Canadian Association for Pastoral Practice and Education (CAPPE).

II. OVERVIEW OF PROGRAMS

THE MASTER OF ARTS (Theology) is an academic degree for students interested in pursuing theological study at a graduate level. Admission requirements include a 4-year undergraduate degree with a minimum grade point average of 3.0. The Master of Arts (Theology) offers four areas of concentration: 1) Peace and Justice Studies, 2) Biblical Studies, 3) Theology and Church History, and 4) Pastoral Theology.

THE MASTER OF ARTS IN SPIRITUAL DISCIPLINES AND MINISTRY PRACTICES is an academic degree for students interested in pursuing theological study at a graduate level in Spiritual Disciplines and Ministry Practices. Admission requirements include a 4-year undergraduate degree with a minimum grade point average of 3.0. The Master of Arts in Spiritual Disciplines and Ministry Practices offers three areas of concentration: 1) Spirituality and Spiritual Care (Including Pastoral Education), 2) Applied Ministry (offered jointly with the Centre for Christian Studies).

THE MASTER OF DIVINITY PROGRAM is primarily for those with a 3 year undergraduate degree who are preparing for a vocation in ministry. The Cooperative arrangement makes this multi-denominational program attractive to students in many traditions and particularly to those represented by the Church Colleges and the Faculty of Theology.

THE BACHELOR OF THEOLOGY is offered to those who qualify through one of a number of streams: 1) for mature students without a baccalaureate degree (must have completed year year of undergraduate work) 2) for aboriginal students in a cooperative program with the Dr. Jessie Saulteaux Resource Centre, 3) for some students enrolled in the program of the Centre for Christian Studies.

THE MASTER OF SACRED THEOLOGY degree is available for those who already have an MDiv or equivalent degree and who wish to continue their education for more effective leadership in ministry.

THE CERTIFICATE IN THEOLOGY PROGRAM (CinT) is of interest to persons who wish to further their understanding of faith and develop abilities in voluntary service.

RELATED ACADEMIC PARTNERSHIPS

1) DOCTOR OF MINISTRY, ST. PAUL UNIVERSITY, OTTAWA

Students in Western Canada will have access to this program through the Faculty of Theology of the University of Winnipeg. Students already registered in the Doctor of Ministry at St. Paul may, by arrangement with St. Paul and the Faculty of Theology, undertake doctoral course work, thesis preparation and supervised doctoral projects. Students wishing to begin the program with St. Paul may be admitted to the program through the Faculty of Theology upon approval of St. Paul. Further enquiries may be directed to the Dean of the Faculty of Theology or the Director of Studies.

2) BIBLICAL STUDIES, BAT KOL INSTITUTE, JERUSALEM

In partnership with other international schools including the Gregorian Institute in Rome and St. Michael's College of the University of Toronto, The Faculty of Theology of the University of Winnipeg provides opportunities for students to study scriptures from a Jewish perspective.

Bat Kol Institute is an international association of Christian women and men who are committed to the study of the Word of God within its Jewish context, and who then incorporate these studies into their Christian self-understanding in a manner that respects the integrity of both traditions. Each year, forty teachers and ministers participate in graduate level programs, one month of which is taught in Jerusalem, and accredited by more than a dozen international universities. The curriculum includes studies in Talmud, Midrash, Hasidic texts, Rashi, biblical geography and spirituality of the land.

For more information about these partnerships please contact Chris Wells, (Acting) Director of Studies, Faculty of Theology.

III. ADMISSION AND REGISTRATION

Admission:

The University welcomes applications from Canadian and International students. All new students must apply for and be granted admission to the Faculty of Theology.

• Application for Admission

Students entering the Faculty of Theology for the first time or entering a new Degree or Certificate program must follow the appropriate application procedure for their chosen program.

i. Admission to the Faculty of Theology in the MA, STM, MDiv, or BTh includes:

- A completed University of Winnipeg, Faculty of Theology application form;
- A completed Degree Sought, Faculty of Theology application form;
- A complete and official transcript forwarded by the Registrar of each institution of higher learning attended in the past regardless whether or not the work was completed;
- A non-refundable application fee - *see Fees*;
- MDiv & BTh applicants must also submit three letters of reference, and a brief personal statement.

ii. Applicants to the Certificate in Theology Program must submit a completed application form together with a non-refundable application fee - *see Fees*.

iii. SPE/CPE applicants should contact the supervisor of the appropriate SPE/CPE centre directly - *see Associated Institutions*.

iv. Other documentation required for all programs:

- Permanent Residents and Visitors are required to provide proof of immigration status as well as the "Landed On" date. Proof of citizenship is also required from all citizens who were born outside of Canada.
- Married persons whose academic credentials may be in their birth name or previous married name must submit a marriage certificate for each change. Changes of name for reasons other than marriage must also be substantiated by appropriate certification.
- Official translations, certified by an educational or embassy official, or made by a certified translator, are required for records that are not in English.
- International applicants whose primary language is not English must take a standardized English test - *see International Students / Language Requirements and Health Insurance*, and have the test results submitted directly from the testing agency.
- All documents submitted in support of an application must be originals. Student copies or uncertified photocopies are not acceptable. These documents become the property of the University and will not be returned.

All applications will be considered in the order in which they are received, after which prospective candidates will be notified as to decisions. All documents are considered the property of the University.

The Faculty of Theology may require an applicant to have a psychological examination before admittance.

Misrepresentation, falsification of documents, or the withholding of requested information with respect to the application, can result in the cancellation of acceptance and registration or dismissal from the Faculty of Theology.

• Admission Status for Students

Regular Student is a student who is accepted 1) as a candidate for one of the Degree programs, 2) in the Certificate in Theology.

Occasional Student is a student who is granted permission to register for courses and has the academic qualifications to be a Regular student, but chooses not to be a candidate for a Degree or one who for non-academic reasons, has not been granted admission. An official transcript indicating proof of degree is required.

Note: students who have accumulated up to 18 credit hours will be expected to apply to one of the Faculty of Theology's Degree programs.

Special Student is a student who is granted permission from the Director of Studies to begin studies but (a) does not qualify to be a Regular or Occasional student **Note:**

- 1) all Special status students must obtain written or verbal permission from the instructor of each course wishing to register for and must accompany the student's registration form
- 2) students who have accumulated up to 18 credit hours will be expected to apply to one of the Faculty of Theology's Degree programs.

Conditional Student is a student who is accepted as a candidate for one of the Degree programs but must still submit further documentation.

Probationary Student is a student who is accepted as a candidate for one of the Degree programs but must still meet set academic standards.

Visiting Student is a student who is taking a course in the Faculty of Theology with a letter of permission (LoP) OR a letter of good standing (LoGS) from another institution. This permission OR good standing letter is required if the student's Home Institution is not the University of Winnipeg.

• International Students / Language Requirements and Health Insurance

International applicants will be considered for admission to the University on an individual basis. Possession of the minimum academic requirement does not guarantee admission. The Faculty of Theology reserves the right to set a level of academic proficiency to determine acceptance.

The language of instruction at the University of Winnipeg is English and applicants to the University must provide evidence of a level of English proficiency that is sufficient to participate in all aspects of university study, including lectures, reading, writing and discussion. All international applicants whose mother tongue is other than English must demonstrate that they are proficient in the use of the English language. No student will be admitted until this requirement has been satisfied. In order to demonstrate proficiency in the English language, international applicants must meet one of the following requirements:

a) TOEFL score of 550 (213 computer based or 80 Internet based) Students are advised to obtain the TOEFL (Test of English as a Foreign Language) Bulletin of Information and Registration Forms from American Embassies and Consulates, or from Offices of the United States Information Services. Students unable to obtain the forms should write to: TOEFL; Box 889; Princeton, NJ 08540; USA.

Note: A waiver for TOEFL may be granted for students if evidence can be provided of four or more years of education in a recognized secondary and/or post-secondary institution in which the language of instruction is English.

b) CanTEST: Average score of 4.5 in Listening and Reading; a score of 4.0 in Writing. Three sittings of the CanTEST (Canadian Test of English for Scholars and Trainees) are scheduled during the year. They are written at the University of Winnipeg or the University of Manitoba. Contact the CanTEST coordinator at (204) 982-1171.

All students with student visa immigration status must obtain health insurance coverage under a policy arranged by all universities in Manitoba. This policy provides benefits in Manitoba similar to those provided to Manitobans under the Provincial Health Services and Pharmacare plans.

The application for insurance coverage may be obtained from the Graduate Studies - Student Services Office (204) 786-9466 or the International Office (204) 786-9858. All applications must be returned to the Graduate Studies - Student Services Office with full payment before course registration can proceed (proof of payment required at point of registration). **Note:** Coverage must be purchased every year.

Students with other health coverage will still be required to purchase the health insurance plan provided by the university. Their existing plan may be used to supplement the university plan.

The Graduate Studies - Student Services Office and University of Winnipeg assumes no liability for any failure by the student to maintain adequate medical, hospital or dental insurance, nor is the Graduate Studies - Student Services Office and University of Winnipeg responsible for any costs not covered by the student's personal insurance plan(s).

• Transfer of Credit

An applicant for a degree may request transfer of credits upon presentation of appropriate official transcripts of graduate work from recognized institutions. Notification of these credits are mailed immediately after a decision is made; applicants must be in good standing at their former institution(s).

Note: Applicants must submit official university transcripts at the time of application even if they do not wish to receive any transfer credit.

Applicants seeking admission with transfer credit are advised that the courses transferred, together with those they subsequently take in the Faculty of Theology, must meet the general and specific requirements of the degree of their choosing.

Applicants should not assume that they will complete the degree with a number of credit hours equal to the difference between total hours required for the degree and transferred hours. Students must fulfil all the program and residence requirements specified for the degree being sought.

Students applying to transfer from a university or college outside Canada are requested to send a copy of the Calendar or Course Syllabus of the institution showing details of all courses taken. This assistance will speed the processing of the application. In some cases, detailed course outlines will be required before transfer credit can be evaluated. It is the student's responsibility to provide *certified* English translations of all official transcripts and course descriptions which are in languages other than English.

For students returning after an absence, transcripts for work completed at another university or post-secondary institution during the absence must be submitted and will be evaluated for possible transfer credit.

Transfer credit will be granted in compliance with the Faculty of Theology's residence requirements and only for courses which apply to the student's proposed degree program.

• Readmission / Former Students (not applicable to CinT students)

All students returning after an absence of three or more years must make a formal application for readmission by completing and submitting an Application for Continuance form to the Faculty of Theology Office for evaluation. Those students who have attended another university or college since their last registration at the University of Winnipeg, Faculty of Theology, MUST attach official transcripts to the Continuance form. Registration will not be permitted until the evaluation is completed.

Application for Continuance forms are available from the Graduate Studies - Student Services Office and a processing fee will be charged - see *Fees*.

Registration:

• Information

Registration is the process of formally assigning and recording the enrolment of a student in a course or courses. Registration is open only to those who have been already admitted or readmitted to the University, or who are eligible to re-register. Each registration must be accompanied with a non-refundable tuition deposit for all Faculty of Theology courses. Registrations not accompanied by the applicable tuition deposit will be returned.

A student may receive credit only for courses in which he/she is officially registered according to the Faculty of Theology.

The Faculty of Theology publishes a detailed course Timetable for the Fall/Winter terms and the Spring/Summer term. This list provides all relevant course particulars for each course (ie: times, dates, days of week, instructor, location, etc.)

• Academic Advising

Mandatory Pre-Registration Advising (available with the Director of Studies)

Academic advising to assist students in course and program planning is required for Special Status students.

Recommended Pre-Registration Advising (available with the Director of Studies) Academic Advising is recommended for the following students:

i. **Students with physical or learning disabilities:** these students should also contact the Accessibility Coordinator of Disability Services, located in Student Services (lower level - Graham Hall).

ii. **Transfer Students:** transfer students are not required to attend an advising session but are encouraged to make individual appointments to ensure that program requirements are being met

iii. **Continuing Students:** continuing students who wish to explore options for major selection or who have general questions about their degree program.

• Registration Status

The following are various registration status' in the Faculty of Theology - see also *Admission Status for Students*:

Regular	Occasional	Special	Conditional
Probationary	Visiting	*Audit	

*Auditor (not an admission status)

Auditing status is defined as taking a course without receiving academic credit. Audited courses will be recorded on the student transcript as AU.

Students who have been admitted to the University may attend courses as an auditor provided they submit written permission from the course instructor along with their registration form.

Students wishing to change their registration from credit to audit, or audit to credit, may do so during the period for course changes. Any changes after this period must be appealed to the Faculty of Theology Office.

For information on fees to audit a course - see *Fees*.

Note: SPE & CinT courses cannot be audited.

• Registration per Term / Intensive Courses /Directed Study/ Directed Project

Registration for Fall and Winter Term Courses

Students planning to register for courses in both the Fall and Winter terms are advised to register for all their courses, including courses beginning in January, during the July-August registration period to ensure the best course selection. Registration for Winter term courses is on-going from July to mid-December.

Registration for Spring/Summer Term Courses

A separate registration period is held in March/April for Spring/Summer term courses.

Note: Registration is on-going throughout the Spring & Summer - see *Academic Dates*

Registration for 1, 2 & 3 Week Intensive courses (degree or certificate level)

The deadline to Register for these intensive courses is 3 weeks prior to the commencement of the course or a Late Registration Fee will be applied (written or verbal permission is required after this date).

These courses must be paid in full 2 weeks prior to the commencement of the course.

The deadline to withdraw without *financial penalty* (100% refund less deposit) is 2 weeks prior to the commencement of the course (no refund after this date).

The deadline to withdraw without *academic penalty* – BEFORE the beginning of the 2nd class.

Registration for Directed Study (DS) / Directed Project (DP) courses

Registration in a DS or DP course requires the applicable form, the correct registration form as well as applicable deposit. Registration must be completed within five working days of course commencement set by the Mentor or a Late Registration Fee will be applied. Full payment is also required by this date.

Note: it is the responsibility of the student to ensure the DS or DP form is completed in full (including a syllabus); Completed forms should be submitted to the Director of Studies for approval. Please allow five working days for evaluation. Registration will not be processed without above forms and payment (either deposit or entire tuition - following above set rules).

Faculty policy for Directed Study / Directed Project courses

Students may take these courses only after having successfully completed 18 credit hours in a degree program. The maximum number in of DS/DP credit hours that can be taken is nine. All instructors of these courses must be approved by the Faculty of Theology Council.

DS/DP courses should be completed in a three month period that coincides with the following terms: Fall (Sept - Dec) Winter (Jan - Apr) Spring/Summer (May - Aug).

Registration in SPE/CPE courses

Registration in an SPE/CPE course/unit must be completed (including admission process) and paid in full by the first day of class or a Late Registration Fee will be applied.

• Course Changes

Students may add or drop courses during designated time periods - *see Academic Dates*. Students adding a course after the designated course change period may do so only with written permission from the instructor, indicating that late entry into the course meets with the instructor's approval and is in the student's best interest (Late Registration Fee will be applied - *see Fees*).

Students are urged to read the tuition refund schedule for Fall, Fall/Winter, Winter and Spring/Summer terms carefully to avoid, or minimize, financial penalty for dropping courses - *see Withdrawals*. **Note:** applicable course deposits are ALWAYS non-refundable (unless entering the course off a waiting list kept by the Faculty of Theology) thus non-transferable when either dropping a course OR completing course changes.

• Withdrawals

IMPORTANT - Ceasing to attend classes does not constitute a withdrawal. Failure to follow correct withdrawal procedures may result in a failing grade and a loss of tuition fee credit. Students may withdraw without academic penalty from a course at any time before the published final academic withdrawal date applicable to the course. For more information - *see V. Withdrawals*.

Note: If the withdrawal deadline date for any course has passed, students will not be allowed to withdraw from those courses. Under some circumstances, these deadlines can be appealed to the Faculty of Theology - *see Academic Regulations and Policies*.

• Thesis

Thesis students must register and pay applicable Thesis Extension fee annually until their thesis is completed - *see Fees*.

• Definition of Student Status (full-time, part-time, maximum)

Students will be registered in one of the following two categories:

- 1) Full-time - Registered for a minimum of 9 credit hours per term
- 2) Part-time - Registered for fewer than 9 credit hours per term

Students may register for a maximum of 15 credit hours per academic term unless written permission is granted from the Faculty.

Note: Different definitions of full-time and part/time status may apply (eg: reporting to Student Aid); please contact the Graduate Studies - Student Services for more detailed information.

• Letters of Permission

(Registration for Courses at Other Post-Secondary Institutions for Transfer of Credit)

Faculty of Theology students wishing to take courses at other recognized colleges or universities for transfer of credit to their degree program (or not) must apply in the Faculty of Theology to the Director of Studies for a Letter of Permission. **Note:** Permission is not normally granted where equivalent courses requested on said Letter of Permission are offered in the same term through the UofW Faculty of Theology or one of its Cooperative institutions.

Each application must be accompanied by the appropriate non-refundable fee - *see Fees*. A separate application is required for each

term (ie: Fall/Winter term) and institution regardless of the number of courses being considered. Detailed course outlines must also be submitted if courses are to be taken at institutions outside Manitoba. **Please allow ten working days for evaluation.** Students must apply to the other institution(s) as Visiting Students, sending the Letter of Permission with their application for admission.

Students must notify the Faculty of Theology Office (in writing) if they do not register or if they withdraw from courses approved for transfer of credit. It is the student's responsibility to ensure that an official transcript is forwarded to the Faculty of Theology Office indicating the final grades attained in all courses taken on a Letter of Permission. Failure to do so will result in an F grade.

• Holds

Any hold(s) such as a Library or Fee Hold on a student record must be cleared before registering. Grades will not be released if a student has a Hold on their file.

• Course Cancellations

The Faculty of Theology reserves the right to cancel a course at any time due to low enrollment but in most cases, a decision will be made two weeks prior to course commencement. In such cases, students are not penalized financially and are carefully advised about appropriate substitutions.

• Disclosure of Information / Change Personal Information

Any information about a student, including grades, will only be released to the student (with appropriate identification), unless a written and signed proxy is provided by a proxy holder with appropriate identification.

Any information change about a student (ie: address, phone number, email, etc.) must be submitted to the Faculty of Theology office by the specific student and a signature is required.

IV. Fees

IMPORTANT NOTE

Fees for the 2010 - 2011 academic year have been established by the Faculty of Theology and the Board of Regents. The Faculty of Theology and the Board of Regents reserves the right to change the schedule of fees and refunds without notice.

Information:

The 2010 - 2011 fee schedule is available in the Faculty of Theology Office and/or [website](#). The Graduate Studies - Student Services Office, Room 1G03D must be informed of any address changes to ensure prompt notification about fee payments.

Students should see *Financial Assistance* in this Calendar or the Awards Handbook available from the Awards and Financial Aid Office (204) 786-9458 for detailed information on financial aid and student loans, student awards/scholarships and bursaries.

Registration is not complete until the student has paid the prescribed fees or has made arrangements for payment which are satisfactory to the Faculty of Theology - see *Academic Dates*.

Fee Schedule:

The basic tuition fee schedule applies to a Theology student who, at the time of commencement of the term, is either a citizen or a permanent resident of Canada.

The International students' differential tuition fee schedule applies to a Theology student who, at the time of commencement of the term, is not a citizen or a permanent resident of Canada.

Note: A 200% surcharge on tuition will be in effect for International Visa students.

The University reserves the right at any time to require any student to provide proof of status claimed.

Application Fees:

Application Fee (including CinT) \$75.00

International Application Fee \$90.00

Note: Application Fees are non-refundable

2010 - 2011 Fee Schedule

(below figures reflect an approximate 5% increase effective on courses beginning after 31Aug10)

3 credit hour MA, MDiv, STM, or BTh Course Fee (\$50.00 is a non-refundable tuition deposit)	\$ 598.50
6 credit hour MA, MDiv, STM, or BTh Course Fee (\$50.00 is a non-refundable tuition deposit)	\$ 1,197.00
Certificate in Theology 2 Credit Course Fee	\$ 441.00
Certificate in Theology 1.5 Credit Course Fee	\$ 330.75
Certificate in Theology 1 Credit Course Fee	\$ 220.50
Certificate in Theology 1/2 Credit Course Fee (\$15.00 is a non-refundable tuition deposit)	\$ 110.25
Certificate in Theology Supervision (Practicum) Course Fee (\$15.00 deposit and entire tuition is 100% non-refundable)	\$ 567.00
Supervised Pastoral Education Course Fee (\$100.00 deposit and entire tuition is 100% non-refundable)	\$ 1,070.00
Annual Registration Fee for Thesis Students (after completion of required courses)	\$ 288.75
Audit Fee (not applicable to SPE or CinT courses) - 50% of listed tuition plus all incidental fees	
Prior Learning Assessment & Course Challenge Fee - 50% of listed tuition plus all incidental fees	
INTERNATIONAL (VISA) STUDENT FEES A 200% surcharge on tuition will be in effect for International Visa students (excluding the application fee).	
Incidental Fees (non-refundable)	
Non-refundable UWSA Fee (once per year)	\$ 47.70
UWSA Building Fund - (per 3 cr hr crs)	\$ 3.84
UWSA Fees - (per 3 cr hr crs)	\$ 10.92
Grad Facility Fee - (per 3 cr hr crs)	\$ 10.50
Note: Certificate in Theology students will not be charged the Grad Facility Fee nor ANY UWSA fees unless they want to "opt in" to the UWSA Health Plan	
Note: ALL Theology students can access the Duckworth Centre but will have to pay the Athletic Levy of \$36.73 directly to the Duckworth Centre; Access will not be given unless the fee is paid.	
Note: ALL Theology students can "opt in" to the UWSA Health Plan Single or Family Rates (students must enquire with the UWSA Office if they are interested).	

Application for Continuance	\$ 30.00
Confirmation of Enrolment Letter	\$ 10.00
Confirmation of Graduation Letter	\$ 15.00
Duplicate T2202 - A	\$ 15.00
Final Grade Appeal	\$ 40.00
Graduation / Degree fee in absentia (payment to Student Services)	\$ 40.00
Late Payment Fee (per course)	\$ 25.00
Late Registration Fee (per course)	\$ 25.00
Letter of Permission (to take courses at other institutions)	\$ 55.00
Locker rental, for each student, for one term (payment to Financial Services)	\$ 17.50
Official Transcript Fee	\$ 10.00
Parchment replacement fee (payment to Student Services)	\$ 60.00
Parchment replacement fee due to name change (payment to Student Services)	\$ 60.00
Regalia for graduation ceremony (payment to Student Services)	\$ 30.00
Replacement ID Card (payment to Financial Services)	\$ 25.00
Returned Cheque Charge (for each cheque, NSF etc.)	\$ 45.00

Fee Payments:

• How to pay fees?

Payments may be made by personal cheque, certified cheque, money order or cash. Students are discouraged from carrying large amounts of cash. Cheques or money orders are payable to the University of Winnipeg. Fees are considered unpaid if a cheque is returned by the bank for any reason.

Payments made through bursaries, student loans, an agency, or sponsor should be processed via one of the following methods:

If payment is made by...	then students must...
An agency or a sponsor	Ensure an authorization form or letter is submitted to the Faculty of Theology Office well before the due date for fee payment in order for applicable notification and invoicing.
Manitoba Student Loans or Canada Student Loans	Have Certificates of Eligibility signed by the Faculty of Theology Office If Canada Student Loans are not yet approved, students must make special arrangements with the Faculty of Theology Office before the due date for fee payment.
Non-University of Winnipeg scholarships and bursaries	Submit documentation to the Faculty of Theology Office well before the due date for fee payment in order for applicable notification and invoicing.
A UofW, Faculty of Theology bursary	The Faculty of Theology will apply awards to students' accounts.

• Where to pay fees?

Students pay their fees in the Graduate Studies - Student Services Office, Room 3C02A, Graham Hall, University of Winnipeg (Office hours are 8:30 am - 4:30 pm, Monday to Friday).

Students may also mail in their payment to the Graduate Studies - Student Services Office, Room 3C02A, 515 Portage Ave, Wpg., MB, R3B 2E9. **The Graduate Studies - Student Services Office, must receive the payment by applicable due date. If mailing**

in payment, ensure mailing time is taking into account.

• When to pay fees?

Deadline dates are published in the Calendar - see *Academic Dates*. Courses not beginning in September or January (ie: Directed Study / Directed Project / CinT and various (non-Intensive) Spring/Summer courses) must be paid in full within five working days of course commencement unless otherwise noted on your Invoice.

SPE/CPE courses/units must be paid in full by the 1st day of the class. 1, 2 & 3 week Intensive Courses (all programs) require payment in full 2 weeks prior to course commencement.

If a retroactive registration is permitted for any course (registration after the above set rules and/or after the last day of drop/adds for that Term) all applicable fees are due at the point of registration or the registration will not be processed - see also below *additional fees applied*.

• What happens if fees are not paid?

If fees are not paid by the deadline dates, the following actions occur:

- A late payment fee is assessed.
- A Hold is placed on the student's account.
- The student cannot re-register at the University, receive marks or graduate.

• What additional fees are applied if you register LATE for a course after published course change periods, Intensive Course/Directed Study/Directed Project/Thesis or CinT deadline?

If you register for a Fall or Winter Degree level course (excluding Directed Study, Directed Project and Thesis) after the Fall & Winter course change periods, a \$25.00 Late Registration Fee will be applied. This fee will only be waived if you are registering off a waiting list kept by the Theology Office.

If you register for an Intensive (1, 2 or 3 week) Degree or CinT level course within 3 weeks of commencement, a \$25.00 Late Registration Fee will be applied. This fee will only be waived if you are registering off a waiting list kept by the Theology Office.

If you register for a Degree or CinT level Directed Study, Directed Project, Thesis or Practicum after five working days of course commencement, a \$25.00 Late Registration Fee will be applied.

If you register for an SPE/CPE course/unit after the 1st day of class, a \$25.00 Late Registration Fee will be applied.

If you register for a CinT course (excluding intensives) after five working days of course commencement, a \$25.00 Late Registration Fee will be applied.

- **Non Refundable Fees**

- Application Fees
- Fees for unsuccessful Appeals of Grades
- Late Payment Fees
- Late Registration Fees
- Letter of Permission Fees
- NSF (or other returned) cheque Fees
- Registration Deposit
- Student Association Fees

- **Miscellaneous Registration Fees:**

- **Challenge for Credit or Prior Learning Assessment:**

The fee for a student who has been granted permission to challenge a course for credit or is granted prior learning assessment, has been set at half the basic course fee plus all incidental fees

- **Auditor**

The fee for a student who has been granted permission to audit a course has been set at half the basic course fee plus all incidental fees.

Note: SPE & CinT courses cannot be audited.

- **Student Association Fees (SAF)**

Students are subject to SAF. The fees are assessed according to the number of credit hours in which a student is registered.

Non-refundable UWSA Fee (once per year)	\$47.70
UWSA Building Fund - (per 3 cr hr crs)	\$3.84

UWSA Fees - (per 3 cr hr crs)	\$10.92
Grad Facility Fee - (per 3 cr hr crs)	\$10.50

Note:

Certificate in Theology students will not be charged the Grad Facility Fee nor ANY UWSA fees unless they want to "opt in" to the UWSA Health Plan.

All Theology students can access the Duckworth Centre but will have to pay the Athletic Levy of \$36.73 directly to the Duckworth Centre; Access will not be given unless the fee is paid.

All Theology students can "opt in" to the UWSA Health Plan Single or Family Rates (students must enquire with the UWSA Office if they are interested).

Tax Receipts:

- **Income Tax Receipts (T2202 - A)**

Tuition receipts for courses taken and fees paid are mailed from the Graduate Studies Student Services office at the end of February for the previous taxation year.

- **T4A (income received from a University of Winnipeg, Faculty of Theology Award)**

T4A's are mailed from the Graduate Studies Student Services office at the end of February for the previous taxation year.

V. Withdrawals

Information:

Students who withdraw from a course must follow the dates published in the Faculty of Theology Calendar to be aware of how much credit, if any, will be received.

Students who withdraw from a course for medical reasons or because they are moving from the province may receive partial refunds. If the student pays by term, any credit received for withdrawing from a course is applied to the remaining balance owed to the Faculty of Theology, regardless of due date.

Students paying fees by Award, Canada or Manitoba Student Loan or by Sponsorship follow the rules and regulations of each particular area.

Course Withdrawals:

To withdraw from a course, students must notify the Graduate Student Services office in person (form available), in writing or by facsimile as a signature is required. Withdrawals will not be processed on the basis of telephone calls or emails. Normally, the withdrawal will be effective on the date of receipt of appropriate notification.

Note:

- The tuition deposit and SAF for all courses is non-refundable.
- No refunds are provided for SPE/CPE courses.
- It is the students' responsibility to familiarize themselves with the Faculty of Theology's withdrawal dates & deadlines.
- Students should inform their instructor of withdrawal.
- Students cannot withdraw from a course in which they have audit status.
- Students cannot withdraw from a course in which they have been granted an "Incomplete".
- Students cannot "transfer" a deposit from one course to another course (regardless of Term); the deposit is always non-refundable unless the course is cancelled.

Final Dates (for voluntary withdrawal):

• 1, 2 or 3 Week Intensive courses (Degree or CinT):

Deadline to withdraw without *financial penalty* (100% refund less deposit) is 2 weeks prior to commencement of course (no refund after this date) Deadline to withdraw without *academic penalty* - BEFORE the beginning of the second class.

• 1 or 2 credit hour course over one term (Degree level only):

Withdrawal BEFORE the beginning of the second class: 100% refund (excluding the tuition deposit)

Withdrawal after the beginning of the second class: 0% refund

Final date to withdraw without academic penalty -

BEFORE the beginning of the third class.

• 3, 4 or 6 Degree level and 1.5 CinT level credit hour course over one term:

Withdrawal during the first and second week of classes: 100% refund (excluding the tuition deposit)

Withdrawal between the third and fifth week of classes: 50% refund (excluding the tuition deposit)

Withdrawal after the fifth week of classes: 0% refund

Final date to withdraw without academic penalty - see Academic Dates.

• 3, 4 or 6 credit hour course over two terms (Degree level only):

Withdrawal during the first and second week of classes: 100% refund (excluding the tuition deposit)

Withdrawal between the third and fifth week of classes: 70% refund (excluding the tuition deposit)

Withdrawal between the sixth and ninth week of classes: 50% refund (excluding the tuition deposit)

Withdrawal between the tenth and twelfth week of classes: 20% refund (excluding the tuition deposit)

Withdrawal after the twelfth week of classes: 0% refund

Final date to withdraw without academic penalty - see Academic Dates.

• 1 credit hour Certificate in Theology course (non-intensive):

Withdrawal BEFORE the beginning of the second class: 100% refund (excluding the tuition deposit)

Withdrawal after the second class: 50% refund (excluding the tuition deposit)

Withdrawal after the beginning of the third class: 0% refund

Final date to withdraw without academic penalty - BEFORE the beginning of the 4th class

• 0.5 credit hour Certificate in Theology course (non-intensive):

Withdrawal before the beginning of the second class: 100% refund (excluding the tuition deposit)

Final date to withdraw without academic penalty - BEFORE the beginning of the 3rd class

• 1.5 credit hour Certificate in Theology course (non-intensive):

Follows the same schedule as a 3, 4 or 6 credit course over one term (see above) OR see above if a 1, 2 or 3 week intensive course.

For courses that do not follow the above setup, contact the Graduate Student Services Office for applicable withdrawal schedule.

VI. Financial Assistance

Information:

The Faculty of Theology offers a number of awards and bursaries to assist those in need of help in paying fees and for students with proven academic ability. For students doing more extended study, some assistance can be given towards living expenses. Students are invited to apply for financial assistance using a form provided by the Faculty of Theology. Financial assistance can be applied for several times throughout the year. Final dates for receipt of applications for bursaries are as follows: *April 1 Sept 1 Dec 1*

Scholarships and academic awards are awarded by the Senate Committee in Student Services upon recommendation made by the Faculty of Theology. Please contact the Faculty Operations Manager, at (204) 786-9112 for enquiries regarding Faculty of Theology Bursary applications.

Students should see the Awards Handbook available from the Awards and Financial Aid Office (204) 786-9458 for additional information on financial aid and student loans, student awards/scholarships and bursaries.

Submitting a bursary application does not guarantee a bursary. All Bursary applicants must pay applicable fees by deadlines indicated in the Theology Calendar or applicable registration Invoice received upon completion of registration. Fees not paid by said date will be charged the applicable late fee.

Listing of Bursaries and Awards:

Aboriginal Spiritual Care Fund - HSC

The purpose of this fund is to ensure the continuation & promotion of Spiritual Care Services in institutions for Aboriginal people, through training & education.

Fletcher Argue Scholarship

This scholarship will be awarded to Arts / Science / Education (ASE) students in any year who are preparing for Christian service in such fields as education, social work, the ministry, etc. and who have good academic standing. Students in the Faculty of Theology are eligible as well. Note: Students are to submit applicable application forms to the Director of Awards & Financial Aid (ASE) in Graham Hall.

Briggs Memorial Award - Ministry

The Dora Briggs Award was established in 1982 for ministerial training.

Henry Budd College Bursary

The purpose of this fund is to ensure the continuation and promotion of Spiritual Care Services in institutions for Aboriginal people through training and education. Aboriginal students and students who intend to work in Aboriginal communities or with institutions with high Aboriginal populations, are encouraged to apply.

Kathleen Burrows Lightcap Bursary

These bursaries are provided for the support of Manitoba students in the Faculty of Theology. Funding is provided through The Winnipeg Foundation.

The Theodore and Georgie Burrows Award

This Fellowship will be awarded to a student doing extended study in the Faculty of Theology.

Canadian Forces Theology Fund

Established in 1957 for the support of those preparing for Christian ministry.

CAPPE Bursary in Pastoral Care

The purpose of this bursary is to encourage and support students enrolled in courses in Clinical Pastoral Education (CPE) and Supervised Pastoral Education (SPE) within the Faculty of Theology at the University of Winnipeg.

Carswell Prize - Greek & Hebrew

Special consideration for this award will be given to those students taking courses in Scripture.

Reverend Roger Alan Coll Bursary

Awarded to a student(s) studying in the Faculty of Theology or Cooperative Programs, in order to augment their studies in Church Music or Liturgy.

Central RHA Program

The purpose of this fund is to enable Theology students and clergy to develop pastoral competencies within the varied settings of hospital, nursing home and community. To support their studies and living costs, bursaries will be made available to a student (or students) with a demonstrated financial need.

Cragg Scholarship in Theology

This award has been established for a student in training for the Christian ministry. This award will be given to a student registered in the undergraduate program in Theology, to an ordained minister continuing his/her education in Theology, or to a student registered in the Faculty of Arts and Science.

Crowe Memorial Prize (1st Year)

This award was established in 1938 and given at the initiative of the Faculty.

Dawson Bursary

This bursary is for needy and deserving students who are candidates of the ministry of the United Church of Canada.

The Deer Lodge Bursary for Christian Leadership

To support students in theological education at the University of Winnipeg who are preparing for a leadership role in a Christian church or other faith based community.

The Dean of Theology Fund

This award is given to benefit students in Theology at the discretion of the Dean of Theology.

Bursaries under the Umbrella of the Dean of Theology Fund:

- ◆ **C. A. Ray Memorial Bursary**
This bursary will be awarded to a student who is preparing for ministry in the Church. Students in the Faculty of Arts and Science are eligible as well.
- ◆ **Frayne Bursary**
Established in 1954 to be awarded to a student in the Faculty of Arts and Science preparing for the ministry, or a student in the Faculty of Theology continuing his/her education for ministry. The award will be given primarily on the basis of need, with consideration of academic standing.
- ◆ **Rev. George H. Hambly Bursary**
This bursary was established in 1982 for the support of ministerial candidates.
- ◆ **Evelyn MacKay Bursary**
Awarded to a young woman preparing for service in the church.
- ◆ **Walter J. Spence Bursary**
Offered to United Church theological candidates preparing for the ministry and awarded on the basis of financial need and conscientious academic work.
- ◆ **Staples Endowment Fund Bursary**
This bursary is for needy and deserving students who are candidates for the ministry of the United Church of Canada, or to any student who is preparing to serve the church in a full-time capacity.

Christina Fisher Bursary

To support members or adherents of Westminster United Church. If no one from Westminster Church is studying in the Faculty of Theology, the bursary may be awarded to other United Church students.

Freeman Scholarship Fund

Two scholarships will normally be granted to full-time students pursuing the STM degree in either Christian Education or Systematics.

Rev. Gordon Fulford Bursary

The purpose of this fund is to provide financial support to a deserving student in the Faculty of Theology.

Gawthrop Award

This Award goes to the student with the highest overall average in all three years in Theology.

Rev. Howard Gibson Bursary

This bursary will be awarded annually to a deserving native-born student of either aboriginal or British / Canadian descent, who is preparing for ministry with First Nations people.

Harstone Award

When possible this award will be given to those doing courses in Homiletics.

Hendry Memorial Scholarship

This award may be assigned to anyone preparing for ministry in the United Church of Canada in attendance at the University. It is to be based on scholarship, effort, need and excellence in performance.

Helen Hogg Bursary

This bursary is offered to a United Church student in the Faculty of Arts and Science preparing for the ministry OR a United Church student in the Faculty of Theology continuing his/her education for ministry. This award will be based on need and conscientious academic work.

Rev. Dr. Ernie Johnston Memorial Bursary

To provide financial support for a student with demonstrated financial need in the Faculty of Theology who is planning to continue their studies at the University of Winnipeg for at least one additional year, and who is planning to enter the pastoral ministry.

C. S. Jones Bursary

This award will be given to candidates for the ministry and will be made primarily on the criterion of need with consideration of academic standing.

Doreen and Harold King Bursary - Theology

This Bursary will be awarded annually to a deserving student studying in the Faculty of Theology. Preference will be given to a person or persons studying in the field of chaplaincy, pastoral care or pastoral counselling.

King, Watt & Black Scholarship

Established from 1889-1901, this award is given at the initiative of the Faculty.

Dorothy Leture Endowment

Established in 1989, this bursary will be used to assist students in training for the ministry.

Macpherson Bequest

This Bursary is used for the support of theological students or those preparing for entry into theological studies.

W. G. & D. E. Martin Memorial Fund

Established to assist students following courses in or leading to theological training.

Moore Travelling Fellowship

This award can only be used outside of Canada and is for those committing themselves to a period of study equivalent in length to our academic year. Anyone in the order of ministry of the United Church of Canada and any candidate for the United Church ministry is eligible to apply.

Morrison Memorial Fund

Established in 1965 to provide bursary or non-interest bearing loans to those studying for the ministry.

Newcombe Memorial Fund

The purpose, in general, is to provide student bursaries.

Nisbet Memorial & Winchester Scholarship

This award was established for Manitoba College and will be given at the initiative of the Faculty.

Nixon Award

Special consideration for this award will be given to students in Homiletics courses.

Paterson Memorial Prize

To be awarded to a Regular student in the Faculty of Theology who submits a research paper considered worthy of the prize. For the purpose of this prize, "Pastoral Theology" is taken to mean a theological/biblical/pastoral study that relates directly to the church's ministry.

Rev. Thomas A. Payne Bursary

This bursary will be used for students in the Faculty of Theology.

Reycraft Scholarship

This Scholarship is awarded to United Church theological candidates entering second or third year Arts.

Riverview Health Centre Bursary

The purpose of this fund is to enable students and clergy to develop pastoral competencies for end-of-life care within the healthcare system. Bursaries are offered within the limits of available resources to students with a demonstrated financial need.

James McCallum Russell Bursary

Given to a candidate for the ministry of the United Church of Canada from any congregation within the Presbytery of Winnipeg.

Rev. Dr. Grant & Enid Smith Scholarship

Used to assist deserving students (particularly those with a strong background in Community Service and an interest in Youth Ministry) with the expense of pursuing a degree in Theology.

Camilla Stewart Memorial Bursary

To assist students in the Certificate of Theology Program, at the discretion of the Dean of Theology & the Director of Studies.

Tait & Anderson Scholarship

Awarded for second highest standing in the examinations in third year

Dr. George Taylor & Lenore Taylor Scholarship

Funds to be used at the discretion of the Faculty of Theology.

Theology '52 Bursary

Established by the Class of Theology '52 for the support of those studying in the Faculty of Theology.

Rev. Paul Trudinger Bursary in Theology

Preference given to students in the STM field of study.

Victoria General Hospital Bursary

The purpose of this fund is to enable theology students and clergy to develop pastoral competencies within the Hospital setting. Available to a student (or students) with a demonstrated financial need.

Walker Scholarship

Awarded to the student with the highest aggregate of marks in the entire three year course in Theology and open to any person of any Protestant Church who qualifies.

Mac Watts Bursary in Theology

Awarded to students studying in the Faculty of Theology

U of W Women's Auxiliary Scholarship

This scholarship will be awarded to one or more students studying for ministry in the United Church of Canada.

Rev. Nico Vanderstoel Bursary

The purpose of this fund is to provide a bursary for a full-time student in the Faculty of Theology.

Ralph Donnelly Bursary

This fund is to be disbursed for students studying in the Faculty of Theology at the University of Winnipeg. Preference will be given to students with rural backgrounds.

VII. List of Affiliated Institutions

Canadian Mennonite University
500 Shaftesbury Blvd.
Wpg., MB R3P 2N2
ph: (204) 487-3300 / fax: (204) 487-3858
Email: cu@cmu.ca / www.cmu.ca

Centre For Christian Studies
Woodsworth House
60 Maryland St.
Wpg., MB R3G 1K7
ph: (204) 783-4490 / fax: (204) 786-3012
Email: info@ccsonline.ca / www.ccsonline.ca

Dr. Jessie Saulteaux Resource Centre
Box 210
Beausejour, MB R0E 0C0
ph: (204) 268-3913 / fax: (204) 268-4463
Email: drjessie@mts.net / www.mts.net/~drjessie

Manitoba Northwestern Ontario Synod - Elcic
201-3657 Roblin Blvd.
Wpg., MB R3R 0E2
ph: (204) 889-3760 / fax: (204) 896-0272
Email: chell8@mts.net / www.elcic.ca

Providence Theological Seminary
10 College Cres
Otterburne, MB R0A 1G0
ph: (800) 668-7768 fax (204) 433-7158
E-Mail: david.johnson@prov.ca

St. Benedict's Retreat & Conference Centre
225 Masters Avenue
Wpg., MB R4A 2A1
ph: (204) 339-1705 / fax: (204) 334-8840
Email: stbenscentre@mts.net

St. John's College
92 Dysart Rd.
Wpg., MB R3T 2M5
ph: (204) 474-8531 / fax (204) 474-7610
Email: stjohns_college@umanitoba.ca / www.umanitoba.ca/colleges/st_johns

William and Catherine Booth College
447 Webb Place
Wpg., MB R3B 2P2
ph: (204) 947-6701 / fax: (204) 942-3856
Email: wcbc@boothcollege.ca / www.boothcollege.ca

VIII. Campus Life and Culture

Information and Advice

In accordance with its mission statement and guiding principles, the Faculty of Theology is committed to fostering the best possible environment for students' academic and personal development. The rich campus life includes public lectures and debates, cultural and musical events, art exhibits in the University Gallery (1C03), and recreational and athletic activities.

This section outlines some of the services available to students, and some aspects of life on campus that contribute to the whole university experience and enhance the environment in which we teach and learn. Further information on University services is available from the departments listed.

Further information on services provided by the University of Winnipeg Students' Association or the Alumni Association is available from those organizations.

Academic Advising

Academic Advising is a comprehensive process involving the Director of Studies, Dean & various Faculty members. Students can be advised from the point that they first consider studies at the Faculty of Theology until they graduate.

The goal of advising is to maximize the benefits of a university education by informing students of available options and providing them with accurate information so that informed decisions can be made regarding academic progress and goals.

Disability Services

The University provides a variety of services to students with disabilities who require assistance or accommodation, including access to the Disability Resource Centre. The Centre has adaptive equipment for special needs students. Its mission is to facilitate and promote an accessible learning environment by providing academic accommodations, services to students, and information to the campus community.

Students with physical, learning, or other disabilities (including medical and psychiatric) are encouraged to make an appointment with the Accessibility Coordinator at (204) 786-9771 as soon as possible.

Counselling Services

Located in the Basement of Graham Hall 0GM06 phone (204)

786-9231 <http://ccs.uwinnipeg.ca>

The University provides students with valuable opportunities for growth and change. Within this setting, Counselling Services provides specialized assistance in a variety of decision-making and problem areas. Students are frequently concerned about career choice, adjusting to university life, lack of motivation, or states of anxiety and depression. Seeking specialized assistance is a sign of personal strength, and growth. The counsellor's role is to provide a supportive climate, a more objective frame of reference, and additional information which can assist the student in resolving problems and making sound decisions.

Aboriginal Student Services Centre

The Aboriginal Student Services Centre (ASSC) was created with the goal of establishing bridges between students' cultural backgrounds and the culture of the university, and between their remote home communities and the home they establish in the city while pursuing their education.

The Aboriginal Student Services Centre was created not only to address the issues and the needs of the Aboriginal students on campus but also to develop a stronger link with the Aboriginal community.

The Centre offers various support services and for further information, students should call the Coordinator of Aboriginal Student Services Centre at (204) 786-9865 or visit the Aboriginal Centre in 2L01. The Aboriginal Student Council Lounge is in 2L02.

Admission and Registration:

• Admission

The Graduate Studies - Student Services Office processes all applications for admission to the Faculty of Theology and provides on-campus advising on admission requirements and procedures to prospective students.

• Registration

The Graduate Studies - Student Services Office coordinates and processes all registrations; The Faculty of Theology Office maintains academic records for all current and non-current students; issues mark statements and official transcripts; reviews all applications for graduation and prepares degree audits and processes and records student appeals.

Student Central:

Student Central is situated just inside Centennial Hall from the Ellice Avenue entry. They provide services such as:

- information, directions & campus maps
- Locker assignments

Students must be officially registered in order to obtain a locker. Lockers are assigned on a shared basis between two students.

All locks must be removed and lockers emptied at the end of the Winter and Spring/Summer terms. The University is not responsible for any materials left in lockers.

- Identification (ID) Cards

Every student is eligible to receive an identification (ID) card after registration.

ID cards are available from Student Central. Proof of registration or the fee receipt is the authorization needed to obtain an ID card. A fee will be charged for a lost card or a replacement card - see Fees. The ID card is necessary to check books out of the Library or to withdraw equipment from the Athletics Department.

Students who register in the Spring/Summer term immediately subsequent to the Winter term may continue to use the ID card in that

term. Students who register in the Spring/Summer term and were not registered in the previous Fall/Winter term(s), are required to obtain a new ID card. For more information on the various services and assistance they provide, please contact them at (204) 789-1444 or visit their [website](#)

International Student Services Office:

This office is committed to serving the needs of international students and local students who are interested in an international experience. For more information on the various services and assistance this office can provide, please contact them at (204) 786-9469 or visit their [website](#).

Housing**Grad Study Carrels**

There are a limited number of study carrels and offices for Master students available on the 4th floor of Centennial Hall at the University of Winnipeg. Those interested in carrels or offices should inquire in the Graduate Studies - Student Services Office during the month of August (due to limited space). Those interested in carrels after August 31, can still inquire in the Graduate Studies - Student Services Office throughout the year.

Klinic Health Service**The Library****Bookstore (204) 786-9706****Food Services:****Soma Cafe:**

New to campus The Soma Cafe is a small eatery, located on the South East corner of the Duckworth Centre. The Cafe is focused on providing healthy, fairly traded and creative food options on campus. The UWSA Cafe seeks to use local goods and suppliers while modeling sustainable practices in all of its activities and reflecting the unique culture on campus and in the surrounding community.

The café is a great place to come out, study, meet with your friends or study group, all while supporting this important student run initiative and enjoying a damn fine cup of coffee.

Hours: Mon-Thurs: 8-6 Friday:8-4 *Summer hours: M-F 8-4

Diversity Foods:**Global Welcome Centre (511 Ellice Ave, Room 1E04)****Cultural Events**

The University community supports a variety of cultural activities outside the classroom which complement the classroom experience for students and contribute to the campus experience. Debates, lectures and readings sponsored by various departments provide a stimulating intellectual environment. Noon hour concerts by Winnipeg and international musicians are held frequently in the

Eckhardt-Gramatté Hall.

Art Gallery

For more information contact the Art Cuator at (204) 786-9253 or visit the [website](#).

Fitness:

The University of Winnipeg Duckworth Centre invites you to enjoy our quality programs and services. Our broad based memberships offer something for everyone, from learning new skills, to improving and maintaining your overall fitness.

Our programs are delivered and supported by highly qualified staff, working as a team to meet your every need.

For a full list of facilities, services and fees, please contact the Duckworth Centre Customer Service Centre at (204) 786-9349 or visit their [website](#).

• Athletic Therapy Centre

The Athletic Therapy Centre provides care for athletes, students, staff and the general public. A wide range of services are featured. The staff can also assist in accessing sport medicine physicians, orthopedic surgery, athletic therapy, orthotics and braces, fitness and nutrition

evaluation. The clinic is located in the lower level of the Duckworth Centre and is open Monday to Friday. Fees are very reasonable, and may be covered under various insurance plans. For an appointment or

for more information, including information on Massage Therapy and Strength/Conditioning, contact the office at (204) 786-9250.

Technical Support Services:**• Computer/Internet Access - Technology Solutions Centre (TSC)**

For more information about the Technology Solutions Centre please refer to Help Desk Services Support. Computing services for students is provided through the TSC Help Desk. For more information about the Help Desk (including hours of operation), please contact them at (204) 786-9149 or visit their [website](#).

• UPLINK Computer Common – 4C32B

All students at the University of Winnipeg can take advantage of the Uplink Computer Common computer facilities. In order to use this lab, you must first claim an account (contact the Faculty of Theology Office). The Uplink lab provides access to the Internet as well as a variety of software tools to help students complete their course work. Laser printing is also available for a fee. Support for students using the lab is provided by the lab demonstrator. For more [information](#) about Uplink (including hours of operation)

• Computer Accounts

Students at the University of Winnipeg are entitled to a computer account. This provides students with Internet and e-mail access on campus. This account also provides students with access to various computer labs on campus. Please contact [Eric Benson](#) Graduate Studies Student Services for more information.

• MyUWinnipeg Portal

MyUWinnipeg is a service available to all currently registered students. It is a single point of access to NetMail (email service), personal computer files, on-line courses and more. It may be accessed from any location that has an Internet connection. MyUWinnipeg may be reached via the "MyUWinnipeg" button on the main University of Winnipeg [webpage](#)

• TSC Web Site

TSC has an extensive and informative web site providing on-line support and information for all campus users. Additional web links that students may find of interest include:

- [User Code of Ethics](#)
- [Lab Policies](#)
- [Student FAQs](#)

• [Student Laptop Program](#)**Security Services:**

For more information about [Security Services](#)

For more information about Campus Ambassador Services,

including how to become one, see their [website](#)

Daycare Services

The University of Winnipeg Student Association Daycare is a non-profit, provincially licensed Pre-School Daycare. Their mandate is to accommodate University of Winnipeg students, faculty of the University of Winnipeg, and the community at large, in that order. The Daycare has 62 spaces, and provides care for children aged 18 months to 6 years.

Lower income families may be eligible for subsidies. The centre is open from 7:30 a.m. to 5:30 p.m., Monday to Friday. For more information contact (204) 786-9898 or emailing daycare@uwinnipeg.ca.

Religious Resources:

A number of opportunities exist at The University of Winnipeg for spiritual experience and activities in a variety of faith communities. There is a Chaplains' Office on the Concourse level of the Bulman Student Centre, for use by denominational chaplains, the Inter-Varsity Christian Fellowship, the Student Christian Movement, and the Jewish

Students' Association. The Muslim Students Association is housed in ORM03 in the Bulman Centre; the MSA offers five daily prayers, and the Friday congregation located in room 3W02. From September to May, an Aboriginal Elder is available three days a week for cultural teachings and activities in the Aboriginal Student Lounge (Room 2L02C). She provides individual spiritual guidance and personal counselling for

all students, faculty, and staff, and works with other Elders in the community to organize sweat ceremonies for students and other participants.

For Religion and Life Week in January or February, members of various faith communities are invited to the University to present on an assigned topic from the perspective of their particular faith. Recent topics include "Security and Spirituality: Religious Life in a Post-9/11 World" and "The Last Hour: What Would You Do?" The Faculty of Theology, in addition to offering a wide range of graduate degrees in an ecumenical and interfaith context, is the

home of daily Centring Prayer in the Carl Ridd Sanctuary (the Chapel in Bryce Hall); monthly retreats in spiritual disciplines through The Prairie Jubilee Programme; and faculty-led worship services in keeping with the cycles of the Christian year. The Faculty supports Religion in Life Week Events and coordinates and promotes a wide range of ecumenical and interfaith programs throughout the university. Every year, usually in January or February, a religious leader is brought to the campus for Religion and Life Week. In addition to the chapel talks and noon-hour addresses, he or she speaks to various University groups and is available for counselling with individual students.

Parking:

For more information contact the Parking Coordinator at (204) 786-9968 or visit the [website](#)

Printing:

Please contact [Eric Benson](#) Graduate Studies Student Services for more information.

Health Plan:

Beginning in the Fall of 1998/99, the UWSA, as a member of the Canadian Federation of Students National Student Health Network, implemented a Health, Dental, and Vision Plan for students.

For complete information on all Health Plan benefits or reimbursement claims, students should obtain a National Student Health Network brochure or speak to the Health Plan Administrator. The Health Plan Office is located in the Information Booth (204) 786-9992 or email at uwsahealth@uwinnipeg.ca, in Centennial Hall by Riddell Cafeteria or visit their [website](#)

Alumni Affairs

For more information please contact them at (204) 988-7118, or Toll-Free at 1-888-829-7053 or visit their [website](#)

[The University of Winnipeg Alumni Association](#)

IX. Academic Regulations and Policies

Information and Advice:

The Faculty of Theology is committed to fostering an environment in which "a community of scholars - students and faculty - may have the freedom to examine ideas responsibly, and to participate in the academic operations of the institution through processes which reflect a balance between democracy, efficiency, innovation and accountability." To this end, the governing bodies of the University of Winnipeg and Faculty of Theology have developed various regulations, policies and procedures to guide the activities of this community. Many of these regulations and policies are described or cited in the following section.

Advice and further information on regulations can be obtained from the Faculty of Theology.

Classroom Regulations:

The following section describes the rights and responsibilities of students with regard to attending lectures and completing course work.

• Attendance

Students are expected to be regular in their attendance at lectures and in the completion of work required in each course. Absence may be excused by instructors on the grounds of illness, physical disability, or adverse domestic circumstances. Poor attendance may result in loss of term marks.

• Course Outlines

At the beginning of each course, students will receive a course outline. The outline should include but not limited to:

- an indication of the topics to be covered;
- an indication that all topics listed on the outline may not be covered;
- a list of all items of work on which the grade of the class is based and indication of the weight of each individual item of work;
- an indication of when the items of work will be administered and/or submitted, and penalties, if any, for late submission of work;
- the voluntary withdrawal date, without academic penalty;
- the date of the last test/examination or the last item of work, such as an essay or project in any class;
- reference to the appropriate items in sections of the calendar dealing with Senate information on appeals, withdrawal dates, and academic misconduct such as plagiarism and cheating;
- a reading list or other indication of the amount of reading expected in the class;
- a statement indicating whether or not it is a requirement that work submitted for evaluation be either typed or text processed;
- reference to the availability of the Disability Resource Centre.

• Completing Course Work

Students are expected to complete work required in each course. Such work may include, but is not limited to, term papers, project reports, mid-term and other tests, and final examinations. In some situations, students who have not completed the required work by the end of the term may appeal for an extension - see *Appeals*.

• Format of Submitted Work

Instructors may require that work submitted for evaluation be either typed or word-processed. This requirement must be stated in the course outline.

• Posting of Grades

Instructors may choose to post grades for individual items of work outside their offices. If final grades are posted after the end of the course, students should be aware that such grades have not yet been approved by Senate, and may be subject to change.

Grading System:

This section describes the grading system and the calculation of grade point averages (GPA). Grades obtained by students in their program of studies are governed by the following Senate regulations.

• Final Grades

Final grades are determined by a combination of:

- i. the weight or value of grades on work completed during the course, as prescribed in the course outline, including the final examination grade;
 - ii. evaluation of class participation, seminar presentation, and discussion.
- To receive credit, students must obtain a grade of A+, A, A-, B+, B, B-, C+, C, D, or S (Standing).

Note: a grade of "Standing" indicates successful completion of a pass/fail course, or completion of courses taken at international universities or colleges. Total credit hours earned in "Standing" courses are counted towards the degree but are not included in the GPA calculation. Students receive no credit for a failing grade (F). All final grades are approved by the Faculty of Theology Academic Council and the University of Winnipeg Senate.

• Notification of Grades

During the term, instructors must return or show evaluated term work to students with any comments and the assigned grade within a reasonable time period following the completion of an assignment.

After the term is completed, students are responsible for getting the grades for individual assignments from the instructor when course work, including the final examination if applicable, is graded after the close of classes.

Official final grades are made available to students through the Faculty of Theology.

• Repeating Courses

Students may repeat any course regardless of the previous grade. Students do not have to repeat courses in which they get a failing grade unless the course is required as part of their degree program. Repetition of a course does not result in removal of the previous attempt from the student's record.

• Grade Scale

A+	95-100%	B+	78-80%	C+	68-70%
A	84-94%	B	74-77%	C	60-67%
A-	81-83%	B-	71-73%	D	50-59%
F	below 50%				

• Grade Point Average (GPA)

Final grades in each course are reported in letter grades (excluding courses given Standing "S") to get the grade point average, or GPA. The following table indicates the relationship between letter grades and grade points.

Grade Point System

Subjective Evaluation	Letter Grade	Grade Points Earned	
		6 Credit Hours	3 Credit Hours
Excellent	A+	4.5	2.25
	A	4.25	2.125
	A -	4	2
Superior	B+	3.5	1.75
	B	3.25	1.625
	B-	3	1.5
Slightly above average	C+	2.5	1.25
Average	C	2	1
Marginal	D	1	0.5
Standing	S	N/A	N/A
Failure	F	0	0

There are two types of grade point averages (GPA), degree GPA and cumulative GPA.

• Degree GPA (Graduation GPA)

The degree GPA is calculated on credit hours used for a degree. It is calculated by dividing the weighted grade points by the number of credit hours passed. The number of credit hours in "Standing" courses are used towards a degree but are not included in the GPA calculation. If courses have been repeated, the higher of the two grades is used.

• Cumulative GPA

The cumulative GPA is calculated on all credit hours attempted. It is calculated by dividing the weighted grade points by the total number of credit hours passed and credit hours failed. The number of hours in "Standing" courses are not included in this calculation. If courses have been repeated, grades and credit hours for all attempts are included. This is the GPA that appears on students' transcripts.

Transcript of Academic Record:

On written request of the student, an official transcript of the student's academic record can be sent by the Faculty of Theology directly to another institution or agency indicated in the request. Each transcript will include the student's complete record at the University to date. Since standing is determined by the results of all final grades in the term, transcripts showing Fall term grades are available at the end of January, Fall/Winter and Winter term grades at the end of May, Spring/Summer term grades at the end of September.

A student's record is confidential. Transcripts are issued only at the request of the student. All transcript requests must be accompanied by payment - *see Fees*. Transcripts will be issued within five (5) working days after the written request has been received by the Faculty of Theology.

Transcripts will not be issued until all financial obligations to the University and any "Holds" which have been placed on the student's record, including Library, have been cleared.

Students who require proof of degree completion prior to convocation can request a letter by contacting the Faculty of Theology Office.

Challenge for Credit (CC) /

Prior Learning Assessment (PLA):

Challenge for Credit and Prior Learning Assessment at the Faculty of Theology, is a method by which a student may, with appropriate evidence and documentation, be able to obtain credit for learning acquired outside the University.

• Procedures

- The student must apply to and be accepted by the Faculty of Theology.
- The student applies for Challenge for Credit or PLA and consults with the Theology Director of Studies.
- The student must present evidence of prior learning to the Director of Studies.
- The student will complete appropriate advising and orientation as determined by the Director of Studies
- Once the student and Director of Studies agree to proceed with the Course Challenge or PLA, the student must complete and sign a Course Challenge or PLA Request form and return it to the Director of Studies.
- The fee (½ the course fee) must accompany the Request Form.
- If the student does not receive credit, a note to this effect will be placed in the student's file but will not be entered on the official transcript.

• Regulations and Policies

- Course Challenges and PLA are only available to students who have been admitted to the Faculty of Theology.
- No more than 1/3 of the total credit hours of any degree may be gained from Course Challenges or PLA.
- No more than 2/3 of the total credit hours of any degree may be gained from Course Challenges, PLA and transfer credits.
- The student who is successful with a Course Challenge will receive a letter grade; the student who is successful with a PLA will receive a grade of S ("Standing") in the course.
- Credit will only be awarded for work meeting the standard expected of students who successfully complete the course with a grade of "C" or better.
- Credits obtained through a Course Challenge or PLA mechanisms will be recorded on the student's transcript as, 'CC' or 'PLA'.

- The student may only use Course Challenges or PLA for courses delivered by the Faculty of Theology (i.e., only courses which appear in the Course Descriptions section of this Calendar).
- Students may not be considered for a Course Challenge or PLA in a course if they have previously registered in that course or its equivalent at the Faculty of Theology or another university. Exceptions to this rule will be made for those students who have withdrawn within the first two weeks of a course.

Student Discipline:

• Academic Misconduct

Note: *The University of Winnipeg Senate passed a comprehensive Academic Misconduct Policy effective Spring, 2001. This policy applies to students in the Faculties of Arts, Business and Economics, Education, and Science, the Division of Continuing Education and the Faculty of Theology. The complete text of the University of Winnipeg Academic Misconduct Policy is available from the Academic Vice President and the Dean of Theology. The Vice-President (Academic) is responsible for the communication, administration, and enforcement of the policy.*

a) Preamble

Academic honesty is a cornerstone of the development and acquisition of knowledge. Academic honesty is a condition of continued membership in the university community and demands that the contribution of others be acknowledged. Scholarly integrity is required of all members of the university.

Academic misconduct refers to dishonest student behaviors that subvert academic standards by gaining credit, standing or benefits improperly. Academic misconduct is ultimately destructive of the values

of the university; it is furthermore unfair and discouraging to the majority of students who pursue their studies honestly. Academic misconduct is determined on the basis of procedures that are consistent with the

principles of natural justice and administrative due process. Academic misconduct may take the form of a single offence or multiple offences of cheating, plagiarism, or other acts outlined below. Such misconduct may

lead to disciplinary action against a student if it is determined that the offence warrants such action.

The University of Winnipeg's policy on student academic misconduct applies to academic misconduct related to University of Winnipeg documents; or occurring in, or related to, courses offered by the University of Winnipeg; or University of Winnipeg sponsored activities; or non-departmental/programmatic areas of the University of Winnipeg.

b) Forms of Misconduct

The definitions presented below are considered representative but not definitive or exhaustive of activities which could be considered to constitute academic misconduct. In some cases the University regulations for non-academic discipline may apply. Some forms of academic misconduct constitute offences under the Criminal Code of Canada; a student charged under University regulations may also be subject to criminal charges. Charges may also be laid against University of Winnipeg students for matters which arise at other educational institutions when deemed in contravention of the University of Winnipeg's Academic Misconduct Policy.

i) Plagiarism

Plagiarism is a form of academic dishonesty in which individuals present published or unpublished work (written, electronic or other) of another person or persons, in its entirety or in part, as their own. While scholarship quite properly rests upon examining and referring to the thoughts and writings of others, when excerpts are used in any work submitted for evaluation, the sources must be acknowledged, using an accepted format for the discipline.

Work of another person can include, but is not limited to, essays, literary compositions and phrasing, oral presentations, performance compositions, chemical compounds, art works, laboratory reports, research results, calculations and the results of

calculations, diagrams, constructions, computer reports or software, and material

derived from sources such as CD ROMS, the internet and/or other electronic sources.

Acts of plagiarism may include, but are not limited to, one or more of the following:

- not giving recognition to the author for phrases, sentences, thoughts, code, or arguments incorporated in written work, software or other electronic sources. This can take the form of incomplete footnotes, endnotes, references and/or bibliographies; not using quotation marks or referencing appropriately when quoting directly; not referencing appropriately when quoting indirectly, to indicate the source of the ideas and work of another;
- submitting the published or unpublished work of another person in part or in whole as one's own;
- submitting the same work for evaluation to more than one course without the consent of each instructor to do so;
- two or more students submitting identical or virtually identical work for evaluation when the work was intended to be completed individually.

ii) Cheating

Cheating is an attempt to gain an improper advantage in an academic evaluation (e.g., examinations, tests, or assignments).

Acts of cheating may include, but are not limited to, one or more of the following:

- copying another person's answer;
- communicating with others at a test/exam with the purpose of obtaining, exchanging or imparting information;
- consulting unauthorized sources to obtain assistance (including, but not limited to, written, electronic and/or other aids not approved by the instructor);
- obtaining a copy of an examination or test, or examination or test questions, before they are officially available;
- purchasing exams, essays or other assignments, in whole or in part, and submitting these works for evaluation.

iii) Improper Research/Academic Practices

Engaging in dishonest research practices is academic misconduct. Dishonest practices include, but are not limited to, one or more of the following:

- fabricating or falsifying investigative results and reporting those as valid;
- taking or using other peoples' research results without permission and/or acknowledgment;
- misrepresenting research results or methods through selective omission or manipulation of research design, data or citations;
- referring to resources known not to exist or the listing of others who have not contributed to the work;
- contravening the University's *Policy and Procedures On Research Integrity* as that policy relates to students.

iv) Obstruction of the Academic Activities of Another

It is academic misconduct to interfere with the scholarly / academic activities of another in order to gain unfair academic advantage.

v) Impersonation

It is academic misconduct to impersonate someone or to allow oneself to be impersonated, in writing, electronically, or in person in any of the following situations: in class; in a test or examination; in connection with any type of course assignment or requirement; or in connection with any other University requirement. Both the impersonator and the person impersonated may be charged with misconduct.

vi) Falsification or Unauthorized Modification of an Academic Record

It is academic misconduct to falsify, fabricate, or in any other way modify an examination/test, transcript, grade, letter of recommendation, permission form, admission form, continuance form or other academic document. This kind of academic misconduct includes, but is not limited to, one or more of the following:

- making false claims or statements;
- submitting false information (e.g., false medical or other such certificate);
- altering official documents or records (e.g., transcripts).

It is also falsification to omit information (e.g., failing to divulge facts about previous attendance at another post-secondary educational institution on an admissions application or continuance form).

vii) Aiding and Abetting Academic Misconduct

Knowingly aiding and abetting anyone in an act of academic misconduct shall itself be considered academic misconduct. The kind of academic misconduct includes, but is not limited to, one or more of the following:

- writing or providing an essay or other assignment in whole or in part for another student to submit as his/her own;
- offering for sale, or facilitating the sale of, exams, essays or other assignments, in whole or in part, with the intention that these works would be submitted for evaluation;
- profiting or benefitting from the results of impersonation.

Penalties for Academic Misconduct

In those cases where an instructor has decided that an action has resulted from a lack of knowledge of appropriate practices rather than misconduct, the instructor may offer the student the opportunity to resubmit the work with appropriate changes, take a make-up test or examination, or submit a make-up assignment. No penalties, including those listed above, shall be assessed and no record kept of these cases which are not academic misconduct.

A formal allegation and finding that academic misconduct has occurred may result in penalties by the University which may include, but are not limited to, one or more of the following:

- written warning (a warning may be used in cases where there is a finding of academic misconduct but where the action may have resulted from a lack of knowledge of appropriate practices);
- lower or failing grade on an assignment, test or examination;
- lower or failing grade in a course;
- denial of admission or readmission to the University;
- forfeiture of University awards or financial assistance;
- suspension from the University for a defined period of time;
- withholding or rescinding a University of Winnipeg degree, diploma or certificate;
- expulsion from the University.

Determination of Penalties

In deciding on the appropriate penalty to be imposed for an act of academic misconduct, consideration may be given, but is not limited to the following factors:

- the extent of the misconduct;
- the inadvertent or deliberate nature of the misconduct;
- the importance of the work in question as a component of the course or program;
- whether the act is a first or further incident of academic misconduct;
- the effects, if any, the misconduct, has had on another student's academic activity;
- any other mitigating or aggravating circumstances.

Academic Misconduct Process

The following is a synopsis of the procedures used in the Faculty of Theology when a formal allegation of academic misconduct has been made. Comprehensive procedures are found in the University of Winnipeg Academic Misconduct Policy.

FACULTY OF THEOLOGY: ACADEMIC MISCONDUCT PROCESS

LEVEL I. COURSE INSTRUCTOR

When evidence of academic misconduct is discovered in the Faculty of Theology, the instructor will begin the formal discipline process by informing the Registrar. The allegation of academic misconduct reported to the Registrar must be in the form of a written report and must, at a minimum, include the following:

- the date on which the alleged misconduct occurred;

- a statement and detailed description of the alleged misconduct;
- any documentary or other evidence that supports the allegation of misconduct;
- a signed statement by the student, if the student has admitted to the alleged misconduct; and
- a record of any oral or written communication with student(s) involved in the case.

LEVEL II. THE DIRECTOR OF STUDIES

Notification of Student

Upon receipt of the instructor's written report, the Registrar will notify the student in writing of the allegation of misconduct. The written notice will include the instructor's written report of the alleged misconduct and a notification of the student's right to present her/his case, in writing and/or in person, within 15 calendar days of receiving the notice. The right to present in person at this level is not to be viewed as a hearing. The Dean of Theology who is the chair of the Senate Academic Misconduct Committee (Theology) shall be sent a copy of the notice sent to the student.

The Director of Studies

The Director of Studies will review all available and relevant material and information and will make a recommendation as to whether or not a finding of academic misconduct should be made and if so, make a recommendation as to penalty.

The Director of Studies will forward the complete working file of all cases (including those in which the committee finds no academic misconduct has occurred) to the Chair of the Senate Academic Misconduct Committee. It will include the following documents:

- a report to the Senate Academic Misconduct Committee which includes a summary of the case, processes used in Level II, recommendations, and reasons for the recommendations;
- the instructor's file;
- a record of any oral or written communication with and by student(s) involved in the case; and
- any further materials relevant to the case.

LEVEL III. THE SENATE ACADEMIC MISCONDUCT COMMITTEE OF THE FACULTY OF THEOLOGY

Composition of Committee

The Senate Academic Misconduct Committee of the Faculty of Theology shall consist of the following:

- the Dean of the Faculty of Theology as Chair;
- a member of the faculty other than the instructor who is alleging misconduct;
- a student from the Faculty of Theology; and
- up to two additional members from the Faculty of Theology or the Faculty of Arts and Science, to be appointed at the Chair's discretion.

Notification of Student

Upon receipt of the written report of recommendations from the Director of Studies, the Chair of the Senate Academic Misconduct Committee shall notify the student in writing of his/her right to present further relevant information in writing to the Senate Academic Misconduct Committee and his/her right to request a hearing before the Senate Academic Misconduct Committee. This notice shall include the recommendations made by the Director of Studies.

The student shall have 15 calendar days from receipt of such notice to present further relevant written information and/or that he or she be heard by the Senate Academic Misconduct Committee in person.

Committee Process

The Senate Academic Misconduct Committee will determine its own procedures and may receive evidence from the student and other relevant persons. The Senate Academic Misconduct Committee may request an interview with the student and/or with anyone who has information relevant to the matter before it.

After the 15 calendar days have elapsed, the Senate Academic Misconduct Committee will meet.

- In cases where the Committee receives a written request from a student for a hearing, the Committee shall schedule a hearing. At such a hearing, the student may be represented by counsel.
- In cases where the student does not request a hearing, the Committee may decide the matter based on the written material and other available evidence and information.

The Senate Academic Misconduct Committee will have access to all relevant materials. The complete file at Level III should include the following:

- all materials forwarded from Levels I and II;
- the confidential Deans' Office file relevant to the case;
- any new information relevant to the case and not presented at Level I or II;
- all Senate Academic Misconduct Committee communications, written or transcribed from an oral interview, concerning the case;
- the minutes of all relevant Senate Academic Misconduct Committee meetings;
- a summary report of the case, processes used in Level III, decisions and reasons for them.

After considering all of the available material, information and evidence, the Senate Academic Misconduct Committee may:

- make a finding of academic misconduct;
- decide on an appropriate penalty; or
- dismiss the charges of academic misconduct.

Notification of Decision

The Senate Academic Misconduct Committee shall, within 15 calendar days of making a decision, inform the student in writing of its decision, its reasons, and the student's right to appeal to the Senate Academic Misconduct Appeals Committee within 15 calendar days from receipt of the notification of the committee's decision.

Appeals

The student shall have the right to appeal any decision of the Senate Academic Misconduct Committee to the Senate Academic Misconduct Appeals Committee in accordance with the procedures described in this policy.

B V. APPEALS OF DISCIPLINARY ACTION: THE FACULTY OF ARTS AND SCIENCE, THE DIVISION OF CONTINUING EDUCATION AND THE FACULTY OF THEOLOGY

LEVEL IV. THE SENATE ACADEMIC MISCONDUCT APPEALS COMMITTEE

Composition of the Committee

The Senate Academic Misconduct Appeals Committee is a committee appointed by Senate. The members include the following:

Chair: Vice President (Academic)
Vice President (Students)

A Dean of the Faculty of Arts and Science (who is not the chair of the Senate Academic Misconduct Committee)

A representative from Continuing Education

A representative from Theology

One UWSA appointed student Senator

One staff member appointed by the Chair.

Initiation of Appeal

A student may appeal a finding of academic misconduct and/or a disciplinary penalty to the Senate Academic Misconduct Appeals Committee. The appeal must be initiated within 15 calendar days of written notification to the student of the decision of the Senate Academic Misconduct Committee, the Theology Misconduct Committee or the Continuing Education Misconduct Committee under LEVEL III. The appeal must be in writing and addressed to the Chair of the Senate Academic Misconduct Appeals Committee. The appeal must state specifically:

- the decision which is being appealed;
- the reasons for the appeal;
- the general nature of any new evidence, if any
- the remedy being sought.

Notification of Student

Upon receipt of the written appeal, the Chair of the Senate Academic Misconduct Appeals Committee shall notify the student in writing of his/her right to present further relevant information in writing to the Senate Academic Misconduct Appeals Committee and his/her right to request a hearing before the Senate Academic Misconduct Appeals Committee.

The student shall have 15 calendar days from receipt of such notice to present further relevant information and/or request a hearing.

Committee Process

The Senate Academic Misconduct Appeals Committee will determine its own procedures and may receive evidence from the student and other relevant persons. The Senate Academic Misconduct Appeals Committee may request an interview with the student and/or with anyone who has information relevant to the matter before it.

After the 15 calendar days have elapsed, the Senate Academic Misconduct Appeals Committee will meet.

- In cases where the Committee receives a written request from a student for a hearing, the Committee shall schedule a hearing. At such a hearing, the student may be represented by counsel.
- In cases where the student does not request a hearing, the Committee may decide the matter based on the written material and other available evidence and information

The Senate Academic Misconduct Appeals Committee will have access to all relevant material including, but not limited to, the student's written appeal, all documentary material and information relating to the case as well as the decision and reasons for the decision from the respective Senate Academic Misconduct Committee relating to the disciplinary action that is being appealed.

The working file includes all above forwarded materials as well as the following documents:

- all material forwarded from levels I, II and III;
- a summary report of the case, processes used in level IV, decisions and reasons for them;
- all Senate Academic Misconduct Appeals Committee communications, written or transcribed from an oral interview, concerning the case;
- the minutes of all relevant Senate Academic Misconduct Appeals Committee meetings;
- any new information relevant to the case and not presented at Level I, II or III;
- the confidential Deans' Office file relevant to the case;
- a summary report of the case, decisions and reasons for them.

After considering all of the available and relevant material, information and evidence, the Senate Academic Misconduct Appeals Committee may:

- uphold a finding of academic misconduct;
- revise a finding of academic misconduct;
- confirm a penalty;
- assess a different penalty; or

- allow the appeal and dismiss the case.

Notification of Decision

The Senate Academic Misconduct Appeals Committee shall, within 15 calendar days, provide written notice to the student of its decision, its reasons and the student's right to make a final appeal to the Senate Executive Committee within a further 15 calendar days from receipt of the decision.

LEVEL V: SENATE EXECUTIVE COMMITTEE

The Senate Executive is a committee of Senate and appointed by Senate and chaired by the President of the University.

A final appeal can be made to the Senate Executive Committee on one or both of the following two grounds only:

- significant procedural errors at LEVEL IV which resulted in a student not receiving notice (or deemed notice) and/or an opportunity to be heard in accordance with the relevant provisions;
- where allegations of bias have been made concerning LEVEL IV.

C. FILES, RECORDS AND TRANSCRIPT NOTATIONS FOR ACADEMIC MISCONDUCT CASES

C I. ACADEMIC MISCONDUCT FILES

Level I There is no permanent file kept. All documents are submitted to Level II.

Level II There is no permanent file kept. All documents are submitted to Level III.

Level III A confidential file is kept by the respective Senate Academic Misconduct Committees in the relevant Dean's Offices. This file contains the following information:

- the index of names, dates and kinds of misconduct and penalties of all misconduct cases.
- summaries of each misconduct case;
- copies of official communications;
- minutes of the meetings of the Committee.

All Levels I, II and III documents are submitted to Level IV.

Level IV The official archival files containing the confidential records of all academic misconduct cases are kept in the Office of the Vice President (Academic). The contents of each file are as follows:

When academic misconduct has been found to have occurred: The file will contain all materials and documents pertinent to a case; these will include, but are not limited to the following:

- records at all steps of the process; evidence; documentation; and communication;
- a summary of each case which maintains the anonymity of the student;
- individual files will be kept for 10 years;
- case summaries will be kept indefinitely;
- records of expulsions will be kept indefinitely.

When academic misconduct has been found NOT to have occurred:

- the actual records of the case will be destroyed;
- case summaries will be kept indefinitely.

Case Summaries:

The summary of each case will include a brief outline of the case, the disciplinary action taken, and the reasons for the action. In all cases the summary will be written in such a way as to ensure complete confidentiality for the student.

Access to Archival Discipline Files:

Level III, IV and V committees have the right to access the archival files on a need-to-know basis.

Level V All documents arising at the level of this committee will be archived in the Office of the Vice President (Academic).

C II. STUDENT RECORDS AND NOTATIONS OF DISCIPLINARY ACTION

Student Records & Files

The Chair of the Academic Standards Committee will notify the Records Office of all disciplinary actions taken; this includes penalties assessed, subsequent appeals and the appeals outcomes. If the penalty involves suspension or expulsion from the University, the Chair of Academic Standards will inform The Records Office of the need for this to appear on the student's record, how long it should remain on the record, and the conditions for removing it from the record. The Records Office may be asked by the Chair of Academic Standards to withhold the issuance of transcripts or statement of grades for the student disciplined pending the expiry of the appeal, or exhaustion of the appeal process.

The student's Official File in the Records Office should contain the final decision of penalty made in cases; all previous communication to the Records Office about the case will be destroyed when a final resolution is reached. In a case where the final decision is a finding that no academic misconduct occurred, thus overturning a previous penalty, all material pertaining to the case will be destroyed.

Notations on Student History/Record:

- If the penalty is a lowered or failing grade for a specific item of work, there is no notation placed on the student history and transcript.
- If the penalty is a lowered or failing grade in the course, the history and transcript will reflect the grade as though it were an earned grade.
- If the penalty is suspension from the University, a notation is placed both on the Student History and the official transcript. The notation is removed two years after termination of suspension.
- If the penalty is expulsion from the University, the notation remains permanently on both the Student History and the official transcript. (This notation may only be removed upon successful petition to the President by the student.)

D. ACADEMIC MISCONDUCT AND THE UNIVERSITY COMMUNITY

Evaluation and Annual Report to the University Community

An annual report will be presented to Senate by the Vice President (Academic). The report will be presented in such a way as to maintain confidentiality. It will chronicle the number of cases, the departments/programs/ units and courses in which they occurred, the types of misconduct, and the kinds of penalties (including warnings) assessed. This report will be based on information received by the Vice President Academic from levels II - V. This report will also be published so that members of the University community, including students, shall be kept informed of the nature and disposition of cases dealt with under this policy. In addition, should the evaluation reveal a pattern of academic misconduct that is identifiable with respect to the factors evaluated, the committee(s) may recommend to Senate changes in policy, preventative actions and/or any matters as appropriate.

Responsibility of Members of the Academic Community

All members of the University community have the responsibility to ensure that students are familiar with generally accepted standards and requirements of academic honesty. However, ignorance of these standards will not preclude the imposition of penalties for academic misconduct.

Non-academic Misconduct

Note: This policy is currently under review and subject to change.

In order to accomplish its stated mission, the University must be a community in which there is freedom to learn, to teach, to create and to engage in research without fear of retaliation or intimidation and without threat to person or property. Students have a responsibility to act in a fair and reasonable manner in their interactions with their peers, faculty, staff and administration and in their use of campus property. The intent of this policy is to encourage appropriate student conduct and to identify and regulate student non-academic misconduct which infringes on the above mentioned freedoms and thereby jeopardizes the essential values of our academic community: mutual respect, dignity and civility.

In general, within the University's precincts, students should conduct themselves, individually and collectively, in ways that are consistent with the University's commitment to academic excellence, intellectual freedom, cultural diversity, individual achievement and personal dignity. The University is, above all, a community of scholars engaged in teaching, research and learning. Conduct which promotes an environment appropriate to these pursuits is desirable. Any conduct that detracts from the maintenance of such an environment is undesirable.

This includes not only threatening, abusive, disruptive or violent behaviour that directly and immediately affects the health, safety, security or freedom of others, but also patterns of behaviour which, over time, cumulatively cause others to experience a perceived threat to their academic or social environment, or to their personal well-being.

This policy is rooted in the concept of collegiality. It not only requires students to conduct themselves in a manner befitting an academy of scholars, but as well to take individual and collective responsibility for sustaining an acceptable academic milieu by responding appropriately to non-academic misconduct on the part of others.

For more information on this policy, contact the Director of Studies at (204) 786-9857.

Appeals:

• Information and Advice

Students have a right to appeal. All appeals must be in writing. Decisions are made by the appropriate body and are based on the information and supporting documentation provided in writing by the student.

Normally the student should first discuss the matter with the instructor. For help in making an appeal, students are advised to consult with the Faculty of Theology Director of Studies for information on the appropriate appeal procedure.

This section outlines the procedures established to deal with the types of appeals indicated.

• Credit and Audit Status in Courses

Students who wish to change their status in a course from credit to audit or from audit to credit after the course change period has passed must submit a written appeal to the Theology Academic Council giving the reasons the change is being requested and written approval for the change from the instructor of the course.

There is a fee adjustment for the late change from audit to credit. There is no fee adjustment for the late change from credit to audit.

• Incomplete Term Work

A student may appeal for an incomplete when circumstances beyond the student's control create situations in which it is impossible, or causes undue hardship, for the student to complete an item of work by the end of the evaluation period of the course.

Procedure

Students must first consult the instructor of the course. Theology policy may permit the instructor to accept late term work if the proposed completion date falls before the final date for submission of grades for the term.

If the date of completion does not allow the instructor to submit grades on time, then the student must appeal to the Theology Director of Studies.

If departmental policy does not permit this resolution, or the instructor denies the request, the student will have the option to appeal to the Theology Faculty Council.

Deadlines to appeal

For incomplete term work, students must normally appeal before the end of the evaluation period.

Deadlines for completing work or exams

Incomplete term work must be submitted within a time period (normally not longer than one term) determined by the instructor, Theology Director of Studies, or by either in consultation with the instructor. The normal time period given would be to the end of the next term. If not completed by agreed date, an "F" grade will be assigned to the item of work not completed and the final grade will be submitted accordingly.

Note: withdrawal cannot occur from a course that an Incomplete was granted

• Grades on an Individual Item of Work

An individual item of work includes any single piece of work in a class, including the final test or examination. Normally the Theology Academic Council is the highest body of appeal against grades on individual items of work.

Grounds for an appeal

To make an appeal, a student must have cause to believe that a grade assigned on an individual item of work was unjust.

Procedures

The student should first discuss the matter with the instructor. If after discussion with the instructor the student has reason to believe an injustice has been done, the student may then write an appeal to the Theology Director of Studies.

For individual items of term work graded during classes, students must discuss the matter with the instructor within seven working days after notification of the grade. The written appeal to the Director of Studies must be submitted within two working days after the discussion with the instructor.

For final items of term work graded after the end of classes, or for final term tests or examinations, students must have submitted their appeal to the Director of Studies within six weeks after the last day of exams for the term in which the course is offered.

All appeals should include:

- a copy of the work which is the subject of the appeal;
- grounds for the appeal;
- a summary of the conversation with the instructor.

Once submitted, the Director of Studies either makes a decision or refers it to the Theology Academic Council.

Students should expect that the disputed grade will be reviewed in a context other than the one that generated the original grade. The

Director of Studies notifies the student in writing of the result of the appeal. The instructor will be fully informed of the student's submission.

Final Grades

The final grade is the official final grade that appears on the student's statement of marks from the Faculty of Theology. Appeals of final grades are heard and ruled on by the Theology Academic Council.

Grounds for Appeal

There are only three grounds for appeal against a final grade.

- 1) The assessment of the final grade was made without considering all individual items of work completed and submitted.
- 2) The final grade does not appear to correspond to the grades awarded to the individual items of course work, indicating an error in calculation in developing the final grade.

3) The overall assessment of the final grade is demonstrably unjust.

A processing fee is charged for appeals against a final grade - see *Fees*. The fee is refunded if the appeal is successful.

Procedures

Students have up to six weeks after the official notification of final grades from the Faculty of Theology to submit an appeal.

The appeal should include:

- a copy of all course work which is the subject of the appeal;
- grounds for the appeal;
- any other relevant documentation.

The written appeal is submitted to the Director of Studies who brings the appeal to the Theology Academic Council. The Director of Studies notifies the student in writing of the result of the appeal. The instructor is fully informed of the appeal.

Further Appeal

A student who has reason to believe and can demonstrate that the Theology Academic Council did not give the appeal a fair hearing may appeal the Committee's decision on procedural grounds in writing to the Senate Appeals Committee through the Director of Studies.

Retroactive Withdrawal

Students who stop attending courses without following formal withdrawal procedures by the announced deadline for withdrawal will receive failing grades for those courses. Students may appeal to the Faculty of Theology, on the basis of medical, compassionate or other reasons beyond their control.

Deadline to Appeal

Normally, the deadline is the end of the evaluation period for the term in which the course was taken. After the end of a course, appeals **may** be considered for up to one calendar year, if circumstances warrant, at the discretion of the Director of Studies.

• Waiver of Graduation Requirements

The Theology Academic Council may consider appeals for waiver of specific requirements in degree programs if there are compelling extenuating circumstances. Students should consult with the

Theology Director of Studies.

University Policies and Codes:

The University has a number of policies and codes in place that are of importance to all members of the University community. The following policies are of particular importance:

• Respectful Learning and Working Environment

Freedom from discrimination and harassment is a fundamental right of all members of the University community. The University of

Winnipeg prohibits any form of discrimination or harassment whether it occurs on University property or in conjunction with University-related activities.

For more information on the policy or on your rights, please contact the Office of the President at (204) 786-9214 or the Harassment

Officer at (204) 786-9161 or visit the University website at:

<http://www.uwinnipeg.ca/index/harassment-index>

• Policy on Integrity in Research And Scholarship

The purpose of this policy is to promote and advance a high standard of integrity in research and scholarship. This policy has been established to address public concerns about responsibility and accountability in research and scholarship. It outlines procedures for promoting integrity among researchers and scholars and for investigating allegations of misconduct in research and scholarship. The policy applies to all members of the University community.

Copies of the policy are available through the Office of the Vice-President (Research and Graduate Studies) and can also be found on the University's website at:

<http://www.uwinnipeg.ca/index/research-integrity-policy>

• **Policies on Research And Experimental Ethics**

These documents contain Senate policies regarding the ethical conduct of research, experimentation and teaching exercises. Research involving human or animal participants cannot be undertaken without the approval of the appropriate University committee or committees.

These policies are available through the Office of the Vice-President (Research and Graduate Studies) and can also be found on the University's [website](#)

• **Library Policies**

The following Library policies should be noted:

Circulation Policy: This policy details loan periods for all types of library materials (including books, journals, media, course reserves, etc.) and circulation services (loans, recalls, holds, etc.)

Fines Policy: This policy outlines fines for all library materials (including late charges, lost or damaged items, etc.) and fine collection policies.

Interlibrary Loan Policy: This policy describes the services and policies for borrowing library materials from external libraries via the Interlibrary Loan Department.

Acceptable Internet Use Policy: This policy provides information on the appropriate use of computers and electronic resources in the Library.

Copying Policy: This policy provides information on the use of photocopy machines in the Library, including copyright, fair-use, costs, etc.

Food and Drink Policy: This policy describes appropriate food and drink that are allowed in the Library.

More information on all Library Policies can be found at <http://library.uwinnipeg.ca/about/policies>.

• **Computer User Code of Ethics**

The purpose of the Code of Ethics is to promote responsible, ethical and secure use of the computing facilities provided by the University of Winnipeg. The Code of Ethics is for the guidance and protection of all

users and guards all users from abuse. Every Theology student of the University community who wishes to have an internet account at the University receives applicable documentation that implies the acceptance of this code.

The Code of Ethics may be found at: <http://www.claimid.uwinnipeg.ca/claimid/>.

Graduation:

All Degree and Certificate candidates must complete the Intent to Graduate form available in the Faculty of Theology Office. This form must be returned to the Faculty of Theology Office before the set deadline - see *Academic Dates*.

The Faculty of Theology does not assume responsibility for reporting to students that they have completed the requirements for graduation. Convocation ceremonies are held twice yearly, at the University of Winnipeg in the Spring and in the Fall. The Faculty of Theology students will graduate at the Spring ceremony. Students must apply for graduation by early February for Spring Convocation- see *Academic Dates*.

Academic Dress

The correct dress for graduates of the University is described below.

Bachelors and Masters

- a mortarboard of black material with a black tassel;
- a gown of black material and the appropriate shape specified by the North American Intercollegiate Code;
- a hood of the colour and shape specified by the North American Intercollegiate Code

Note: A fee is charged for academic dress rental - see *Fees*.

Degrees in Absentia

Graduands may be excused from attending Convocation by the Director of Registrarial Services for reason of illness, family bereavement, personal affairs, or other sufficient reason. Students who have not been excused, and who do not attend, must pay a fee before the parchment will be released.

X. PROGRAM DESCRIPTIONS

Information for all degree programs:

Students contemplating entry to a program are encouraged to seek the advise of Director of Studies, Faculty of Theology prior to applying.

Each student must have an advisor to guide them on their program of studies. The advisor may be either the Director of Studies or a Faculty Advisor. Faculty Advisors are determined by area of concentration. All course registration requires permission of an advisor.

"Faculty of Theology" courses refer to those taught by our faculty and their designates. "Faculty of Theology and Cooperative Partners" refers to all courses on our [Timetable](#).

Applicants who have completed their degree program over five years prior to application for admission to any one of our degree programs are required to meet with the Director of Studies regarding the Faculty of Theology writing requirement.

All students are expected to have access to a computer and be willing to develop their proficiency in utilizing this vital technology in their academic experience with the Faculty of Theology.

Certificate in Theology

The Certificate in Theology is a non degree program for people pursuing Theological engaement and spiritual development in their own lives and communities of faith. Certificate studies can be undertaken to satisfy one's longing for renewal , one's quest for a spiritual connection and one's curiosity about matters of faith. This program draws people together from various faith traditions for the purpose of study, reflection, and action.

Certificate studies differ from conventional university courses by requiring less class time and assignments with more focus on one's personal growth. Certificate courses will not be given university credit. Although for some, the Certificate may become a stepping stone for study at a degree level with the Faculty of Theology. While there are no specific academic requirements, the student is expected to participate fully in the course sessions.

All course registration requires permission of the Director of Studies or the Assistant Dirtector of Studies.

Program Requirements:

In order to receive the Certificate, students are required to complete ten credits and a Practicum with the Faculty of Theology.

Completion of Ten Credits:

One credit consists of the equivalent of 24 hours of class time plus assignments given by the instructor. One & a half credits may also be obtained by completing a 3 credit hour degree course (permission of the instructor is required). A Practicum (supervised ministry project) is a course of approximately 180 hours or one basic unit of Supervised Pastoral Education. This course is intended to be completed near the end of the course work. Students may also complete designated courses in spiritual direction. A minimum of five credits must be completed before a student may register for a Practicum.

Required courses

Two credits in Scriptural Studies & two credits in Theology/Church History are required. The remaining courses may be chosen from: Scriptural Studies; Theology/Church History; Social Action/Justice; Christian Education/Worship/Leadership; Pastoral Care/Counselling/Communication; Spiritual Direction;

Bachelor of Theology

The Bachelor of Theology degree is available to students who do not currently hold a baccalaureate degree. Students may earn the Bachelor of Theology through one of THREE primary Institutions: The Faculty of Theology, Centre for Christian Studies and Dr. Jessie Saulteaux Resource Centre. NOTE: An interview with the Director of Studies is required.

1) The Faculty of Theology

The Bachelor of Theology may be earned in the Faculty of Theology by mature students (21 and over) who complete 30 credit hours in the University of Winnipeg Faculty of Arts as well as 96 credit hours in the Faculty of Theology.

Admission Requirements:

The completion of 30 credit hours of undergraduate courses at the UofW. The consideration of undergraduate work already completed outside of the UofW will be evaluated by the Faculty of Theology in consultation with the Faculty of Arts at the UofW. Such courses for credit are to be completed in at least three subject areas, selected with consultation provided by the Faculty of Theology. No more than three of these courses (18 credit hours) may be taken at the 1000 level.

Program Requirements:

The satisfactory completion of 96 credit hours as listed in the Master of Divinity program (See [MDiv Program Requirements](#)) constitutes the completion of the Bachelor of Theology program.

The Faculty of Theology considers this Bachelor of Theology degree equivalent to the Master of Divinity degree.

2) Centre for Christian Studies/ The Faculty of Theology

This degree program is a collaborative effort of the Centre for Christian Studies and the Faculty of Theology. Students who have been granted the "Diploma in Diaconal Ministries: Studies in Transformation and Action", and who have no prior university degrees, may apply to the Faculty for entrance to the Bachelor of Theology. While completing the comprehensive educational program of the Centre for Christian Studies, "Centre" graduates will have accumulated credits which will be applied to this degree.

Students must provide a copy of their acceptance from Centre for Christian Studies. Note: At least 21 credit hours of this degree need to be taught by the Faculty of Theology.

3) Dr. Jessie Saulteaux Resource Centre / The Faculty Of Theology

The Bachelor of Theology program provides theological education to Aboriginal people through the educational resources of the Aboriginal culture in the Dr. Jessie Saulteaux Resource Centre combined with the resources of the academic program in the University of Winnipeg.

This program is administered by the Faculty of Theology and is accountable to the Senate of the University of Winnipeg. Criteria for student selection, program planning and student guidance, follow established Faculty of Theology procedures. An advisory committee including staff members from both the Faculty and the Centre manage the program.

Admission Requirements:

Students who have been accepted into the Community Based Model for Native Training at the Dr. Jessie Saulteaux Resource Centre and who meet the entrance requirements for the Faculty of Arts and Science of the University of Winnipeg may be admitted to the BTh program.

Program Requirements:

The satisfactory completion of the five-year Community Based Model for Native Training Program of the Dr. Jessie Saulteaux Resource Centre, confirmed by the Senate of the University of Winnipeg. The satisfactory completion of five full course equivalents at the University of Winnipeg in at least three subject areas, selected with consultation and counselling provided by the Faculty of Theology. No more than three courses may be at the 1000 level.

Master of Divinity

The Winnipeg Theological Cooperative

In 1986 the Faculty of Theology, University of Winnipeg, developed the Master of Divinity (MDiv) program with the cooperation of the Canadian Nazarene College (CNC), the Canadian Mennonite Bible College (CMBC), and Concord College. Since then, the CNC has relocated to Alberta and other schools and centres have joined the Winnipeg Theological Cooperative (*originally referred to as the Consortium*). The Cooperative is based on several operating principles:

- i) offering theological education that is in accord with the standards of The Association of Theological Schools
- ii) recognizing the importance of each distinct tradition and ensuring that students become well acquainted with their own heritage
- iii) facilitating transfer of credit with other seminaries accredited by The Association of Theological Schools
- iv) ensuring sensitivity to denominational interests

The Dean of Theology chairs Cooperative meetings with the assistance of all Cooperative members. The program and faculty are approved by the Council of the Faculty of Theology, the Senate, and the Board of Regents of the University of Winnipeg and the United Church of Canada. The Winnipeg Theological Cooperative, through its multi-denominational Master of Divinity program, prepares people to serve and lead in various Christian denominations and the community at large.

Cooperative Schools, Organizations and their Representatives:

Terence Hidichuk, (Rev.), DMin
Dean and Cooperative Chair
The University of Winnipeg, Faculty of Theology
Phone: (204) 786-9247 / Fax: (204) 772-2584
E-Mail: t.hidichuk@uwinnipeg.ca

Chris Wells, (Rev.), STM
(Acting) Director of Studies
The University of Winnipeg, Faculty of Theology
Phone: (204) 786-9857 / Fax: (204) 772-2584
E-Mail: ch.wells@uwinnipeg.ca

Karl Koop, PhD
Canadian Mennonite University
Phone: (204) 487-3300 / Fax: (204) 487-3858
E-Mail: kkoop@cmu.ca

Charlotte Caron, PhD
Centre For Christian Studies
Phone: (204) 783-4490 / Fax: (204) 786-3012
E-Mail: ccaron@ccsonline.ca

Ted Chell, STM
Manitoba Northwestern Ontario Synod - Elcic
Phone: (204) 889-3760 / Fax: (204) 896-0272
E-Mail: chell8@mts.net

Norah McMurtry
Dr. Jessie Saulteaux Resource Centre
Phone: (204) 268-3913 / Fax: (204) 268-4463
E-Mail: mcmurtry@efree.mb.ca

Mary Coswin, MA (Spirituality)
St. Benedict's Retreat & Conference Centre
Phone: (204) 339-1705 / Fax: (204) 334-8840
E-Mail: mcoswin@mts.net

Wendy Swan, PhD Cand.
William and Catherine Booth College
Phone: (204) 924-5614 / Fax: (204) 924-3856
E-Mail: wendy_swan@can.calvationarmy.org

John Stafford, (Rev.), PhD
St. John's College
Phone: (204) 474-8543 / Fax: (204) 474-7610
E-Mail: j_stafford@umanitoba.ca

Susan Butler-Jones, DM
Prairie Jubilee Program
Phone: TBA Fax: (204) 489-2334
E-Mail: firedance@mts.net

Don Grayston
Pacific Jubilee Program
ph: (604) 709-0883
E-Mail: grayston@sfu.ca

David Johnson
Providence Theological Seminary
Phone: (204) 433-7488 Fax: none
E-Mail: david.johnson@prov.ca

Admission Requirements:

The admission requirement for the MDiv program is a recognized 3 year Baccalaureate degree. Prospective applicants who are currently in pre-MDiv studies are advised to seek a basic general knowledge of past and present culture through studies in the humanities and natural and social sciences. Biblical languages, Latin, and modern languages such as German, French, and Spanish, are also valuable. Students from designated Bachelor of Theology degrees will be considered for admission.

The program requirements reflect a balanced MDiv program to be taken upon completion of most undergraduate degrees. The nature of the undergraduate degree, however, could result in some shifts in these requirements. Religion courses taken at the undergraduate level would not be given credit, but could result in exemptions from specific requirements. No Advanced standing on entry will be given from courses applied to a previous degree. Upon application, each student's earlier transcripts are evaluated by the Winnipeg Theological Cooperative to determine the program requirements for that student.

NOTE: An interview with the Director of Studies is recommended. If the University of Winnipeg is not your home college a meeting with the University of Winnipeg Director of Studies and a Home College advisor is recommended.

Program Requirements:

The Master of Divinity requires the equivalent of three years of full time study (96 credit hours). A minimum of 27 credit hours (core curriculum 5000 level courses + 7240 & 7145) must be taken at the Masters level at the University of Winnipeg, Faculty of Theology. The remaining 72 credit hours may be completed at either the University of Winnipeg, Faculty of Theology, one or more of the Cooperative partners.

Advanced Standing:

In some cases advanced standing may be granted for appropriate graduate level credits as reviewed with the Faculty of Theology Director of Studies. No advanced standing upon admission will be given for undergraduate courses, or courses applied to a previous degree. Advanced standing will not be granted for core curriculum (below), which must be earned at the Faculty of Theology.

Home Institution

The Master of Divinity program is organized by the Winnipeg Theological Cooperative. Courses are taught at several centres including Canadian Mennonite University, William and Catherine Booth College, St. John's College. Students may choose one of these colleges or the Faculty of Theology as their "home" institution for community life and course guidance.

GPA Requirements:

In order to maintain good standing, and to graduate with a Master of Divinity a student must have degree GPA of 2.5 (C+). Students dropping below this GPA should meet with the Director of Studies before further registration.

Length of Degree:

The degree may be completed on a part-time basis. Candidates normally complete the work for this degree within a seven year period, which may be extended through written permission from the Faculty.

Course Requirements:

A) BIBLICAL STUDIES (27 HOURS)

GTHEO-5100 Introduction to Scripture I **core** (3 hours)
 GTHEO-5101 Introduction to Scripture II **core** (3 hours)
 GTHEO-7145 Biblical Hermeneutics **core** (3 hours)
 Hebrew Bible Electives (6 hours)
 New Testament Electives (6 hours)
 General Electives in Biblical Studies (6 hours)
 (May include Biblical Languages)

B) THEOLOGY AND CHURCH HISTORY (27 HOURS)

GTHEO-5210 Survey of Church History I **core** (3 hours)
 GTHEO-5211 Survey of Church History II **core** (3 hours)
 GTHEO-5230 Introduction to Theology **core** (3 hours)
 GTHEO-7220 History & Faith of a Sel Church Trad (6 hours)
 GTHEO-7240 Christian Ethics **core** (3 hours)
 Theology Elective (3 hours)
 Electives in Theology or Church History (6 hours)

C) PASTORAL CARE AND COUNSELLING/ APPLIED THEOLOGY (27 HOURS)

GTHEO-5340 Introduction to Pastoral Care **core** (3 hours)
 GTHEO-5351 Introduction to Pastoral Counselling **core** (3 hours)
 GTHEO-7430 Christian Education (3 hours)
 GTHEO-7410 M. Div. Denominational Seminar (3 hours)
 GTHEO-7415 Supervised Experience in Ministry (3 hours)
 GTHEO-7440 The Church at Worship (3 hours)
 GTHEO-7442 Homiletics (3 hours)
 Electives in Pastoral Care and Counselling or Applied Theology (6 hrs)

D) GENERAL ELECTIVES (15 HOURS)

This section may include 12 credit hours total of the following:

- 1) One Basic Unit of Supervised Pastoral Education (SPE) (12 hours)
- 2) The Two Year Prairie Jubilee Program in spirituality (12 hours)
- 3) The Two Year Shekinah Program - St. Benedict's Retreat & Conference Centre (12 hours)
- 4) Spiritual Diversity - Health Sciences Centre (6 hrs)

NOTE: Core courses (5000 level) should be taken at the beginning of the Program and are normally taught by regular instructors of the Faculty of Theology.

Master of Arts in Spiritual Disciplines and Ministry Practices

Admission Requirements:

Admission to the Master of Arts in Spiritual Disciplines and Ministry Practices requires a four year baccalaureate degree from a university recognized by the Association of Universities & Colleges of Canada (AUCC) or its equivalent, with a minimum grade point average of "B". Academic records, references and a personal statement of intent, will be used to determine suitability of an applicant for admission into graduate studies. Any student who qualifies academically is welcome to enter the program regardless of religious affiliation or faith stance. Language prerequisites may be required as appropriate for the chosen field of study. Students must consult with the Director of Studies or a Faculty Advisor in planning their course of study.

In addition, students applying to the Parish Nursing concentration must be Registered Nurses with a current license to practice. Students applying to the Applied Ministry (CCS) concentration must have completed or currently be enrolled and active in the CCS Diploma in Diaconal Ministry and have a baccalaureate degree from an accredited University.

Areas of Concentration:

The Master of Arts in Spiritual Disciplines and Ministry Practices offers three areas of concentration:

1. Spirituality and Spiritual Care (including Pastoral Education)
2. Applied Ministry (Centre for Christian Studies - CCS)

Residency Requirements:

The program requires the equivalent of two years of full time study (60 credit hours). A minimum of **33 credit hours** must be taken at the Masters level at the University of Winnipeg, Faculty of Theology (residency requirement). The remaining **27 credit hours** may be completed at either the University of Winnipeg, Faculty of Theology, one or more of the Cooperative partners.

Advanced Standing:

In some cases advanced standing may be granted for appropriate graduate level credits as reviewed with the Faculty of Theology Director of Studies. No advanced standing upon admission will be given for undergraduate courses, or courses applied to a previous degree. Advanced standing will not be granted for core curriculum (below), which must be earned at the Faculty of Theology. Equivalent courses in alternative scriptural and religious traditions may be substituted with the authorization of the Theology Academic Council.

GPA Requirements:

In order to maintain good standing, and to graduate with a Master of Arts a student must have degree GPA of 3.0 (B-). Students dropping below this GPA should meet with the Director of Studies before further registration.

Length of Degree:

The degree may be completed on a part-time basis. Candidates normally complete the work for this degree within a six year period (including thesis), which may be extended through written permission from the Faculty.

1) Spirituality and Spiritual Care (including Pastoral Education)

Degree Requirements (60 Credit Hours):

Core curriculum - 18 credit hours as follows:

- GTHEO-5100 Introduction to Scripture I (3 hours)
- GTHEO-5101 Introduction to Scripture II (3 hours)
- GTHEO-5210 Survey of Church History I (3 hours)
- GTHEO-5211 Survey of Church History II (3 hours)
- GTHEO-5230 Introduction to Theology (3 hours)
- GTHEO-7240 Christian Ethics (3 hours)

Elective courses - 18 credit hours as follows:

- Electives in Biblical Studies, Theology or Church History (6 hours)
- Electives in Pastoral Care and Counselling, Applied Theology (6 hours)
- Other electives (6 hours)

Required Experiential Courses - 12 credit hours through completion of one of the following:

- a) **Supervised Pastoral Education (Clinical)**
One Advanced Unit of Supervised Pastoral Education (Clinical)
- b) **Spiritual Direction**
Completion of 2 year "Jubilee Program or Shekinah Program"

AND

Thesis - 12 credit hours as follows: Thesis Seminar (3 hours)
Thesis Writing (9 hours)

- OR 12 credit hours as further electives in Pastoral Care and Counselling, Applied Theology

2) Applied Ministry (Centre for Christian Studies)

This concentration is a collaborative effort of the Centre for Christian Studies and the Faculty of Theology. Students must have completed or be currently be in good standing in the CCS Diploma Program. At least 21 credit hours of this degree need to be taught by the Faculty of Theology.

Degree Requirements (60 Credit Hours):

Core curriculum - 33 credit hours

- Leadership Development Module (6 hours)
- One of three theme years from the CCS program: Social Ministry, Educational Ministry, or Pastoral Ministry (15 hours)
- Integrating Year - including Global Perspectives Experience (3 hours)
- GTHEO-5100 Introduction to Scripture I (3 hours)
- GTHEO-5101 Introduction to Scripture II (3 hours)
- GTHEO-5210 Survey of Church History I (3 hours)
- GTHEO-5230 Introduction to Theology (3 hours)
- GTHEO-7240 Christian Ethics (3 hours)

Elective courses - 9 credit hours as follows:

- Hebrew Scripture (3 hours)
- Christian Scripture (3 hours)
- Theology (3 hours)

AND

Thesis - 12 credit hours as follows: Thesis Seminar (3 hours)
Thesis Writing (9 hours)

- OR 12 credit hours as further electives in area of concentration

Master of Arts (Theology)

Admission Requirements:

Admission to the Master of Arts (Theology) requires a four year baccalaureate degree from a university recognized by the Association of Universities & Colleges of Canada (AUCC) or its equivalent, with a minimum "B" average. Academic records, academic references and a personal statement of intent, will be used to determine suitability of an applicant for admission into graduate studies. Any student who qualifies academically is welcome to enter the program regardless of religious affiliation or faith stance. Language prerequisites may be required as appropriate for the chosen field of study. Students must consult with the Director of Studies or a Faculty Advisor in planning their course of study.

Areas of Concentration:

The Master of Arts (Theology) offers four areas of concentration:

1. Peace and Justice Studies
2. Biblical Studies
3. Theology and Church History
4. Pastoral Theology

Residency Requirements:

The program requires the equivalent of two years of full time study (60 credit hours). A minimum of **33 credit hours** must be taken at the Masters level at the University of Winnipeg, Faculty of Theology (residency requirement). The remaining **27 credit hours** may be completed at either the University of Winnipeg, Faculty of Theology, one or more of the Cooperative partners.

Advanced Standing:

In some cases advanced standing may be granted for appropriate graduate level credits as reviewed with the Faculty of Theology Director of Studies. No advanced standing upon admission will be given for undergraduate courses, or courses applied to a previous degree. Advanced standing will not be granted for core curriculum (below), which must be earned at the Faculty of Theology. Equivalent courses in alternative scriptural and religious traditions may be substituted with the authorization of the Theology Academic Council.

GPA Requirements:

In order to maintain good standing, and to graduate with a Master of Arts a student must have a degree GPA of 3.0 (B-). Students dropping below this GPA should meet with the Director of Studies before further registration.

Length of Degree:

The degree may be completed on a part-time basis. Candidates normally complete the work for this degree within a six year period (including thesis), which may be extended through written permission from the Faculty.

Degree Requirements (60 Credit Hours):

Core curriculum - 18 credit hours as follows:

- GTHEO-5100 Introduction to Scripture I (3 hours)
- GTHEO-5101 Introduction to Scripture II (3 hours)
- GTHEO-5210 Survey of Church History I (3 hours)
- GTHEO-5211 Survey of Church History II (3 hours)
- GTHEO-5230 Introduction to Theology (3 hours)
- GTHEO-7240 Christian Ethics (3 hours)

Elective courses - 30 credit hours as follows:

- Courses related to area of concentration (18 hours)
- Courses unrelated to the area of concentration (12 hours)

Thesis - 12 credit hours as follows:

- 3 credit hours of Thesis Seminar (3 hours)*
- 9 credit hours of Thesis Writing (9 hours)

*Thesis Seminar is a required peer learning course that helps candidates with the research and writing skills necessary to complete a Thesis Proposal and a Thesis. Before registering for this course candidates should seek the advise of their Advisor.

Master of Sacred Theology

The Master of Sacred Theology (STM) Degree is a post-MDiv professional degree which enables students to specialize in one area or discipline of theological study.

Admission Requirements:

MDiv Degree or its equivalent with at least a "B" average from a recognized theological seminary. Applicants may be required to demonstrate proficiency in a language appropriate to their chosen area of study. Applicants may be required to complete additional qualifying work at the discretion of the Faculty.

Program Requirements

The STM candidates must complete 30 credit hours of course work and fulfill credit requirements for their chosen area of specialization.

Advanced Standing:

In some cases advanced standing may be granted for appropriate graduate level credits as reviewed with the Faculty of Theology Director of Studies. No advanced standing upon admission will be given for courses applied to a previous degree.

Residency Requirements:

The program requires the equivalent of one year of full time study (30 credit hours). A minimum of **18 credit hours** must be taken at the Masters level at the University of Winnipeg, Faculty of Theology (residency requirement). The remaining **12 credit hours** may be completed at either the University of Winnipeg, Faculty of Theology, or one or more of the Cooperative partners.

Areas of Specialization and Credit Requirements

1) Biblical Studies

- Biblical Studies electives (9 hours)
- Theology and Church History electives (6 hours)
- Any other elective (3 hours)
- Thesis Seminar (3 hours) and Thesis Writing (9 hours)

3) Applied Theology, Pastoral Care and Counselling, and Spiritual Direction

- Applied Theology or Pastoral Care and Counselling electives (12 hours)
- Theology and Church History (3 hours)
- Biblical Studies Electives (3 hours)
- Thesis Seminar (3) and Thesis Writing (9)

An Advanced Unit of Supervised Pastoral Education (12 hours), or Prairie Jubilee (12 hours) or Shekinah (12 hours), may replace the courses in the area of concentration (12 hours), or Thesis Seminar (3 hours) and Thesis Writing (9 hours). [Students who have completed more courses in this area of concentration under our old 48 hour STM may use those courses in this option.]

Thesis:

The Thesis has two purposes. The first is to develop and demonstrate the candidate's ability to do extensive research and writing and the second is to strengthen the candidate's competence in an aspect of ministry that is of special interest. The topic of research is selected in consultation with the candidate's Faculty Advisor. A Thesis Proposal is written in the Thesis Seminar course and submitted to the Faculty for approval.

GPA Requirements:

In order to maintain good student standing, and to graduate with a Master of Sacred Theology a student must have a degree GPA of 3.25 (B). Students dropping below this GPA should meet with the Director of Studies before further registration.

2) Historical and Contemporary Theology

- Theology and Church History electives (9 hours)
- Biblical Studies electives (6 hours)
- Any other elective (3 hours)
- Thesis Seminar (3 hours) and Thesis Writing (9 hours)

4) Intercultural Ministry (United Church of Canada)

- Intercultural Ministry (12 hours)—Intercultural Ministry; United Church History and Theology; United Church Polity; Ecumenism and Interfaith Dialogue
- Theology and Church History elective (3 hours)
- Biblical Studies elective (3 hours)
- Thesis Seminar (3 hours) and Thesis Writing (9 hours)

Or a series of courses related to Intercultural Ministry and approved by a Faculty Advisor (12 hours) may replace Thesis Seminar and Thesis Writing.

XI. ASSOCIATED INSTITUTIONS & PROGRAMS FOR THEOLOGICAL EDUCATION

Dr. Jessie Saulteaux Resource Centre:

The Dr. Jessie Saulteaux Resource Centre is a community-based Aboriginal Ministry Diploma Program for ordained or diaconal ministry preparation. In the five-year Diploma Program, education and training for ministry takes place (a) in two-week intensive Learning Circles (four times a year), when all the students gather together to study, and (b) in half-time ministry field placements. Students can work in a congregation, in outreach ministry, in social work or community development. Studies in the Learning Circles include all required topics to meet United Church standards, but Aboriginal history, culture and context are integrated throughout, and Aboriginal traditional teachings and spirituality are part of the curriculum. The centre has testamur with the United Church; students from other denominations are welcome in the Circle. Non-Aboriginal students interested in learning in an Aboriginal context may also take courses for interest or credit. Students enrolled in the Diploma Program are encouraged to take additional courses through the Faculty of Theology for a Bachelor of Theology.

The Centre for Christian Studies:

The Centre for Christian Studies is a theological school of the United and Anglican Churches of Canada. The Centre's programs provide theological education for women and men who want to work with a focus on leadership development, education, pastoral care or social ministry within the Church, community and world. The Centre offers preparation for diaconal and lay ministry. Study at the Centre provides opportunity for integration of knowledge and experience, theory and practice, learning and action within a Christian context. There is a process of integrating personal growth, spiritual development, theological knowledge and practical skills with a concern for transformation and justice. For more information contact CCS at Woodsworth House, 60 Maryland St., Winnipeg, Manitoba, R3G 1K7, (204) 783-4490 Fax: (204) 786-3012.

Supervised Pastoral Education:

The Canadian Association for Pastoral Practice and Education (CAPPE), constituted in 1966, has three objectives:

1. to certify qualified educational Supervisors of Clinical Pastoral Education (C.P.E.) and Pastoral Counselling Education (P.C.E.);
2. to certify specialists in pastoral care and counselling;
3. to approve and accredit both education and service centres.

The Faculty of Theology offers credit courses in pastoral care and counselling in partnership with several centres accredited by CAPPE. Students may receive up to 12 credit hours for one unit. Additional information, including the CAPPE Student Handbook, is available from the following centres.

NOTE: *Application & Registration forms must be submitted directly to the Supervisor of choice; there are different deadlines for each site therefore students are encouraged to consult with the sites directly regarding deadlines to apply and register.*

Headingley Correctional Institution, Headingley, MB
Yoshi Masaki (Rev.), CAPPE Teaching Supervisor (C.P.E.)
Phone: (204) 831-4631 Fax: (204) 889-3033
E-Mail: Yoshi.Masaki@gov.mb.ca

Riverview Health Centre, Winnipeg, MB
Tim Frymire, CAPPE Teaching Supervisor (C.P.E.)
Phone: (204) 478-6281 Fax: (204) 478-6122
E-Mail: tfrymire2@rhc.mb.ca

Selkirk Mental Health Centre, Selkirk, MB
Mary Holmen, (Rev.), CAPPE Associate Teaching Supervisor (C.P.E.)
Phone: (204) 482-3810 extension 382 Fax: (204) 482-6390
E-Mail: mary.holmen@gov.mb.ca www.gov.mb.ca/health/smhcc

The Northwestern Ontario Pastoral Institute
St. Joseph's Care Group, Thunder Bay, ON
Hugh Walker (Rev.), CAPPE Teaching Supervisor (C.P.E.)
Phone: (807) 343-2431 extension - 2534
E-Mail: walkerh@tbh.net

The University of Winnipeg Affiliate Site A
Regional Health Authority - Central MB Inc.
Carman, MB OR Portage la Prairie, MB
Harold (Harry) Ritchie, (Rev.), CAPPE Teaching Supervisor (C.P.E.)
Phone: (204) 837-8534 Fax: TBA
E-Mail: hritchie@mts.net

The University of Winnipeg Affiliate Site B
Brandon Regional Health Centre, Brandon, MB
Joanne Biggs, CAPPE Provisional Teaching Supervisor (C.P.E.)
George Neufeld, (Rev.), CAPPE Teaching Supervisor (C.P.E.)
Phone: (204) 578-4796 or (204) 475-3480 Fax: TBA
E-Mail: biggsj@brandonrha.mb.ca
E-Mail: ganeufeld@mts.net

The University of Winnipeg Affiliate Site C
Interfaith Health Care Association of Manitoba
Harold (Harry) Ritchie, (Rev.), CAPPE Teaching Supervisor (C.P.E.)
Phone: (204) 837-8534 Fax: TBA
E-Mail: hritchie@mts.net

Victoria General Hospital, Winnipeg, MB
Lynn Granke (Rev.) CAPPE Teaching Supervisor (C.P.E.)
Phone: (204) 477-3216 Fax: (204) 269-5425
E-Mail: lgranke@vgh.mb.ca

Programs in Spiritual Direction:

Shekinah (a program of preparation for the ministry of spiritual direction):

St. Benedict's Retreat & Conference Centre
225 Masters Avenue, Winnipeg, MB, R4A 2A1
Phone: (204) 339-1705 Fax: (204) 334-8840
E-Mail: stbenscentre@mts.net

The Prairie Jubilee Program for Spiritual Formation & Spiritual Direction:

Program Coordinator: Susan Butler-Jones
525 Wardlaw Avenue, Winnipeg, MB, R3L 0L9
Phone: TBA Fax: (204) 489-2334

E-Mail: firedance@mts.net

The Pacific Jubilee Program for Spiritual Formation & Spiritual Direction:

Program Coordinator: Donald Grayston
Box 19524 Centrepoint Mall
Vancouver, BC V5T 4E7
ph: (604) 709-0883
E-Mail: grayston@sfu.ca

XII. COURSE DESCRIPTIONS

Normally courses are offered as 3 credit hours (half course) or 6 credit hours (full course). Occasionally courses may be offered for one or two credit hours. Course weighting is indicated by the course number followed by /1, /2, /3, /4, /6; 5000 level courses are introductory; 6000 level courses are language courses; 7000 level courses are advanced.

Please refer to our Course Offerings List (Timetable) for information on the dates, location, and instructors for the courses offered in each term, as well as the number of credit hours assigned to each course.

Biblical Studies:

GTHEO-5100 Introduction to Scripture I An introduction to the literature of the Christian Old Testament and Jewish TaNaK in English and to the range of methods in contemporary biblical scholarship.

This course is a prerequisite for most biblical studies courses.

Formerly: GTHEO-5100 The Old Testament and Its Modern Interpreters
Students may not receive credit more than once for GTHEO-5100.

GTHEO-5101 Introduction to Scripture II An introduction to the literature of the Christian New Testament and to the range of methods in contemporary biblical scholarship.

This course is a prerequisite for most biblical studies courses.

Formerly: GTHEO-5101 The New Testament and Its Modern Interpreters

Students may not receive credit more than once for GTHEO-5101.

GTHEO-6112 Biblical Languages and Tools An introduction to the alphabets, structure and thought of Hebrew and Greek. The course is designed to help those who do not know Hebrew or Greek to work intelligently with translations, and to be able to access and use scholarly tools based on Hebrew and Greek.

GTHEO-6114 Introductory Hebrew An introduction to the use of Hebrew for biblical interpretation with an emphasis on exegetical methods and the use of scholarly tools.

GTHEO-6115 Introductory Hebrew II A continuation of Introductory Hebrew. *Prerequisite: GTHEO6114*

GTHEO-6116 Introductory Greek An introduction to the use of Greek for biblical interpretation with an emphasis on exegetical methods and the use of scholarly tools.

GTHEO-6117 Introductory Greek II A continuation of Introductory Greek *Prerequisite: GTHEO-6116*

GTHEO-7115 Hebrew Exegesis Reading and exegesis of selected biblical passages in Hebrew. May focus on the interpretation of a particular book. *Prerequisite: GTHEO-6114 or equivalent.*

GTHEO-7117 Greek Exegesis Reading and exegesis of selected New Testament passages in Greek. May focus on the interpretation of a particular book. *Prerequisite: GTHEO-6116 or equivalent.*

GTHEO-7121 Torah A study of the literature of the first five books of the Bible. The course may focus on a particular book. *Prerequisite: GTHEO-5100*

GTHEO-7122 Prophets A study of prophecy and prophetic literature. The course may focus on a particular book or books. *Prerequisite: GTHEO-5100*

GTHEO-7123 Writings A study of the third part of the Jewish Scriptures which includes Psalms, Proverbs, and Job. The course may focus on a particular book or books. *Prerequisite: GTHEO-5100*

GTHEO-7125 Synoptic Studies An historical and literary study of the synoptic gospels, Matthew, Mark and Luke, and their contemporary interpretation in church and society. **Formerly:** GTHEO-7141 Synoptic Studies Students may not receive credit for both GTHEO-7125 and GTHEO-7141 *Prerequisite: GTHEO-5101*

GTHEO-7126 Pauline Studies An historical and literary study of the Pauline letters and their contemporary interpretation in church and

society. **Formerly:** GTHEO-7157 Pauline Studies Students may not receive credit for both GTHEO-7126 and GTHEO-7157 *Prerequisite: GTHEO-5101*

GTHEO-7127 Johannine Studies An historical and literary study of the Gospel and Letters of John and their contemporary interpretation in church and society. **Formerly:** GTHEO-7161 Johannine Studies. Students may not receive credit for both GTHEO-7127 and GTHEO-7161

Prerequisite: GTHEO-5101

GTHEO-7130 Exegesis and Interpretation of the Hebrew Bible

An in-depth study of chosen books, making use of, though not requiring, the student's knowledge of the Hebrew (or Aramaic) text. The course may be taken more than once for credit, provided that a different book is studied each time. **Formerly:** GTHEO-7167 Exegesis and Interpretation of Selected Old Testament Books Students may not receive credit for both GTHEO-7130 and GTHEO-7167 *Prerequisite: GTHEO-5100*

GTHEO-7131 Exegesis and Interpretation of the Christian New Testament

An in-depth study of chosen books, making use of, though not requiring the student's knowledge of the Greek text. The course may be taken more than once for credit, provided that a different book is studied each time. **Formerly:** GTHEO-7163 Exegesis and Interpretation of Selected New Testament Books Students may not receive credit for both GTHEO-7131 and GTHEO-7163 *Prerequisite: GTHEO-5101*

GTHEO-7140 Biblical Theology An introduction to the sub-discipline of biblical studies that seeks to relate the results of biblical scholarship to church and society. *Prerequisite: GTHEO-5100 and GTHEO-5101*

GTHEO-7145 Biblical Hermeneutics Contemporary literary hermeneutics with particular attention to the ethics of biblical interpretation in local and global contexts. **Formerly:** GTHEO-5111Biblical Hermeneutics Students may not receive credit for both GTHEO-7145 and GTHEO-5111 *Prerequisite: GTHEO-5100 and GTHEO-5101*

GTHEO-7154 Teaching Scripture within Faith Communities A study of pedagogies and methods of interpretation relevant to teaching Scripture within faith communities. **Formerly:** GTHEO-7154 Teaching the Bible within the Congregation Students may not receive credit more than once for GTHEO-7154 *Prerequisite: GTHEO-5100 and GTHEO-5101*

GTHEO-7155 Topics in New Testament Studies A course designed to focus on a particular issue or topic in the study of the Christian New Testament. This course can be taken more than once with different content. **Formerly:** GTHEO-7155 Issues in New Testament Study *Prerequisite: GTHEO-5101*

GTHEO-7156 Topics in Hebrew Bible Studies A course designed to focus on a particular issue or topic in the study of the Hebrew Bible. This course can be taken more than once with different content. **Formerly:** GTHEO-7156 Issues in Old Testament Study *Prerequisite: GTHEO-5100*

GTHEO-7158 Topics in Scripture Studies A course designed to focus on a topic or topics that span Christian and Jewish Scriptures, or the Scriptures of several faith communities. This course can be taken more than once with different content. *Prerequisite: GTHEO-5100 and GTHEO-5101*

GTHEO-7173 Directed Study in Biblical Studies By permission of the Faculty a student engages in study directed by an approved tutor. This course can be taken more than once with different content. **Formerly:** GTHEO-7153 Directed Study in Biblical Studies *Prerequisite: GTHEO-5100 and GTHEO-5101*

Theology and Church History:

GTHEO-5210 Survey of Church History I A survey of the history of the Church from apostolic times to the advent of the printing press.

GTHEO-5211 Survey of Church History II A survey of the history of the Church from the advent of the printing press to the twenty-first century.

GTHEO-5230 Introduction to Theology An introduction to the task and methods of theological thought in the church. The major doctrines of the church will be examined.

GTHEO-7211 Early Christianity A study of the individuals ideas and conflicts which shaped the life and thought of the church from Post-Apostolic times to Augustine.

GTHEO-7212 Medieval Christianity A study of the individuals ideas and conflicts which shaped the life and thought of the church from Augustine to the later Middle Ages.

GTHEO-7213 History of the Church in Canada An examination of the major forces that shaped the Christian Church in Canada from its earliest days to the present.

GTHEO-7214 Contemporary Issues in the Canadian Church Following a brief survey of the history of Canadian churches from colonial times to the present, this course will focus on current issues and developments.

GTHEO-7215 Age of Reform A study of the individuals ideas and conflicts which shaped the life and thought of the church from the later Middle Ages to mid - 17th century.

GTHEO-7220 History and Faith of a Selected Church or Religious Tradition A study of the origin, development and history of a selected tradition. The major theological emphases of the tradition will receive special focus.

GTHEO-7221 The Church In the Modern Era An examination of some of the issues and movements in the period from the middle of the 17th century to the present: e.g. the Enlightenment, Pietism, critical study of the Bible, the evangelical renewal movements, liberal theology, Vatican II, etc.

GTHEO-7240 Christian Ethics An examination of the pivotal issues of ethics, and an introduction to the ways Christian thinkers have responded to these issues. *This course may be used in a Peace and Justice concentration.*

GTHEO-7241 Faith and Politics A study of the relationship between religious faith and public policy, with special focus given to questions of Christian witness within a pluralistic world. *This course may be used in a Peace and Justice concentration.*

GTHEO-7245 Gospel and Culture A study of contextual theologies, with particular attention given to ecumenical theology regarding mission. **Formerly:** GTHEO - 7245 The Church in the Third World

GTHEO-7255 Major Theologians This course will survey the writings of one or more major voices in theology from any period within the Church's history. Students will gain a comprehensive introduction to the major writings, defenses and critiques of theologians such as Athanasius of Alexandria, John Calvin, Teresa of Avila, Karl Barth, Dorothee Soelle, or Juan Luis Segundo.

GTHEO-7258 Spirituality Yesterday and Today This course will explore the work of some of the important leaders in the spiritual life of the church, past and present.

GTHEO-7259 Theology and Popular Culture A critical exploration of the arts, literature, and popular media for the purposes of theological reflection. Particular topics may vary from course to course. **Formerly:** GTHEO -7259 Ministry and Imagination

GTHEO-7260 Christianity and World Religions An introduction to the major religious traditions of the world and their relationships—historical, thematic and contemporary—with the Christian tradition. Emphasis is placed upon the consequences for interfaith dialogue. *This course may be used in a Peace and Justice concentration.*

GTHEO-7261 Christianity in a Pluralistic Context This course will examine the competition and cooperation in our society between faiths, Christian, non-Christian and secular. The main purpose of this course is to explore the meaning of religious differences and the limitations of tolerance, with the aim of discovering a basis for reasoned response on the part of Christians in encounters with different faith stances.

GTHEO-7262 Themes in Theology A specific description of the theme(s) to be examined will be announced when this course is offered.

GTHEO-7263 The Church in North America The history of the Church in Canada is inextricably woven into the history of the Church in North America particularly during the founding era and during the present day. All aspects of the history of the Church in North America will be surveyed with particular attention to the history of the Church in Canada.

GTHEO-7272 Feminist Theology An examination of the major theological contributions of feminist theologians from a variety of contexts.

GTHEO-7275 Studies in Peace and Justice In this course there will be a review of selected literature and an examination of issues related to peace and justice. *This course may be used in a Peace and Justice concentration.*

GTHEO-7276 Global Theologies An overview of theologies from Asian and the Pacific, Africa, Latin America and the Caribbean. **Formerly:** GTHEO - 7276 Third World Theology *This course may be used in a Peace and Justice concentration.*

GTHEO-7277 Contextual Theologies An introduction to the issues and methods involved in constructing theologies in Canadian contexts, with special emphasis on the First Nations of Canada. **Formerly:** GTHEO - 7277 Local Theologies *This course may be used in a Peace and Justice concentration.*

GTHEO-7280 Directed Study or Project in Theology and Church History By permission of the Faculty, a student engages in study directed by an approved tutor.

Pastoral Care and Counselling:

GTHEO-5340 Introduction to Pastoral Care An introduction to the theology, history, and practice of pastoral care including an examination of the influence of various Christian traditions and of the social sciences in the development and practice of ministry.

GTHEO-5351 Introduction to Pastoral Counselling An introductory course for developing the counselling skills of pastoral workers. This includes the theory and theology that inform the practice of pastoral counselling.

GTHEO-7350 Topics in Pastoral Care and Counselling A course designed to focus on a particular issue or topic in the study of Pastoral Care and Counselling. This course can be taken more than once with different content.

GTHEO-7352 History and Meaning of Pastoral Care An examination of pastoral care as it has existed through the centuries using historical perspectives to identify and describe the meaning of contemporary pastoral care.

GTHEO-7353 Theory and Practice of Pastoral Counselling The focus of this course will be on the integration of counselling theory and pastoral practice. Selected counselling approaches will be studied in order to provide a framework for students to develop their own pastoral counselling style. Pastoral conversations and peer group supervision may be included.

GTHEO-7354 Theology of Pastoral Care The works of selected pastoral theologians will be studied, pastoral situations will be described from a theological perspective. Students will develop statements of their own theological positions.

GTHEO-7355 Personality Theory and Assessment This course will present selected personality theories and personality assessment models. Special attention will be given to spiritual issues in personality theory and assessment.

GTHEO-7356 Counselling Theory This course will provide an opportunity to examine counselling theories for work with individuals. Selected counselling issues (anxiety, guilt, and bereavement, etc.) will be addressed from these theoretical perspectives.

GTHEO-7357 Theological Reflection in Pastoral Counselling I This course will provide an opportunity for researching theological perspectives on the profession and practice of pastoral counselling. Students will be required to reflect theologically on their own practice of pastoral counselling. Registration is restricted to students registered for the Pastoral Counselling Practicum.

GTHEO-7358 Theological Reflection in Pastoral Counselling II This course is designed for the advanced student who will research selected theoretical and professional pastoral counselling issues and will write a theory paper for the practice and profession of pastoral counselling. Registration is restricted to students registered for the Pastoral Counselling Practicum.

GTHEO-7361 Pastoral Care in Relation to Selected Groups A consideration of pastoral care in relation to groups such as youth, older people, the mentally ill, etc.

GTHEO-7363 Social Action Ministries Students will design, engage in and evaluate a social ministry.
This course may be used in a Peace and Justice concentration.

GTHEO-7370 Supervised Pastoral Education (Clinical) - 12 credit hours Programs in Supervised Pastoral Education take place in hospitals, correctional settings, or in congregations. This affords students the opportunity to enrich pastoral skills while ministering to persons with special needs. This training follows the standards established by the Canadian Association for Pastoral Practice and Education (CAPPE) and individuals have the opportunity to progress from the introductory level to supervisory training. This is a limited enrolment course and requires an interview. Application should be made at least one month in advance of the registration date.

GTHEO-7381 Educational Supervision This program is open to persons who are recognized as supervisors in training by the Canadian Association for Pastoral Practice and Education.

GTHEO-7390 Directed Study or Project in Pastoral Care and Counselling By permission of the Faculty a student engages in study directed by an approved tutor.

Applied Theology:

GTHEO-7410 MDiv Seminar An integrative denominational seminar in which the students' learning goals, personal development, and issues arising from other courses provide the basic agenda.

GTHEO-7415 Supervised Experience in Ministry Experience in diverse Practical assignments will be used as the basis for the development of theological and Practical skills through the methods of supervision, peer evaluation and reflection.

GTHEO-7417 Pastoral Internship An assignment in a congregation or another approved setting, with appropriate supervision, to enable the student to develop competencies in the practice of ministry.

GTHEO-7420 Introduction to Ministry An introduction to ministry within the church and beyond.

GTHEO-7430 Christian Education A study of the educational ministry of the church including biblical, historical, and theological perspectives.

GTHEO-7435 Leadership in the Church A study of leadership in the church. Skill development will be included.

GTHEO-7440 The Church At Worship An examination of the nature, theology, and function of worship in the Church.

GTHEO-7442 Homiletics A study of the principles and practice of preaching. Members of the class will be expected to prepare and deliver sermons.

GTHEO-7443 Homiletics II This advanced course in homiletics requires an understanding of a sermon's basic form and function as well as exegetical method. It will focus on the peculiarities of preaching from different genres in scripture including epic, psalms, prophets, parable, gospel, and epistle. Students will preach on a regular basis.
Prerequisite: GTHEO-7442

GTHEO-7445 Church Growth A study of the biblical, theological and sociological resources available for new church development.

GTHEO-7450 Philosophies and Models of Faith Development This course will provide an opportunity to examine models of faith development presented by theorists such as James Fowler. Attention will be given to methods for incorporating these models into the education program of congregations.

GTHEO-7451 Life-Span Ministries and Education The Christian faith in relation to personal and social development tasks of specific age levels is the object of study. Attention is given to relevant research regarding development tasks by theorists such as Erik Erickson. Students will evaluate and design church ministries in the light of these learnings.

GTHEO-7452 Church and the Family An examination of the social and cultural background of family dynamics and the functions of the family as a social institution. Parent-child relationships, courtship, love, and marriage will be looked at as psycho-social processes. The relationship of the church to the family and related ministry opportunities will be studied.

GTHEO-7458 Topics in Spirituality A course designed to focus on a topic or topics that span Christian and Jewish Scriptures, or the Scriptures of several faith communities. This course can be taken more than once with different content.

GTHEO-7460 Models of Ministry and Church Attention is given to theological, biblical and sociological concepts of the church, to images of church life and ministry, and to the roles of laity and clergy in ministry. This course focuses upon alternative models of ministry in such functional areas as education, fellowship, evangelism, finances, social concerns, and mission. Participants may also receive consultation on their own ministry plans.

GTHEO-7461 Church Administration and Management Principles and practices of administering the church are examined. Contemporary theories and practices in business and industrial organization will be examined for their relevance and contribution to the church program. Organization, management, supervision, and evaluation are studied.

GTHEO-7462 Evangelism This course consists of an examination of the evangelistic traditions of the Church and a study of contemporary expressions of evangelism.

GTHEO-7464 Theological Reflections in the Global Context This course is designed to include a study tour. Participants will review literature pertinent to the area being visited.

This course may be used in a Peace and Justice concentration.

GTHEO-7466 Urban Ministry This course will review selected literature, examine contemporary models, and develop designs for urban ministry.
This course may be used in a Peace and Justice concentration.

GTHEO-7468 Rural Ministry This course will review selected literature, examine contemporary models, and develop designs for rural ministry.

GTHEO-7470 Conflict Dynamics and Pastoral Ministry An examination of conflict in pastoral ministry. Theories of conflict and of its resolution will be presented and appraised.

GTHEO-7471 Groups in the Church A seminar focussing on group participation, leadership functions, and understanding the group process. Special attention will be given to groups within the church operating in administrative, educational, social and task-oriented settings.

GTHEO-7472 Ethical Methodologies and Ministry Classical and contemporary ethical theories and methodologies will be examined with a view to clarifying the student's responses to contemporary issues.

GTHEO-7473 Personal Resources for Ministry This is a directed study course which is designed to incorporate workshops and seminars offered in the community in the areas of personal growth, family life education, and skill development.

GTHEO-7480 Preaching and Contemporary Life This course will explore theories of communication and preaching, including its theological, psychological, and social contexts. Participants will be involved in sermon clinics with peer feedback, sermon presentation with congregational feedback, report writing and case method.

GTHEO-7490 Directed Study or Directed Project in Applied Theology By permission of the Faculty, a student engages in study directed by an approved tutor.

Thesis and Writing:

GTHEO-5600 Introduction to Theological Writing This interdisciplinary course introduces students to the fundamentals of theological writing in the traditional academic disciplines of Church History, Biblical Studies and Theology with particular attention to their application in Christian ministry. **The passing of this course meets our "Academic Writing" requirements.**

GTHEO-7690 Thesis Seminar This is a consultation seminar composed of students who are working on their theses, which provides an opportunity for mutual support and criticism. The goal of this course to produce a thesis proposal that would be approved by the Theology Faculty Council.

Thesis Writing Procedures:

Upon successful completion of Thesis Seminar, students must have their Thesis Proposal approved by the Theology Faculty Council in consultation with their Thesis Supervisor. A Thesis supervisor is to be a member of the Theology Faculty Council. Students should seek the guidance of a Faculty member in their area of writing midway through the Thesis seminar course. The supervisor will be officially assigned at the same time as the Theology Faculty Council approves the Thesis Proposal. External or assistant supervisors can be appointed under special circumstances by the Theology Faculty Council.

Upon approval students may register for the Thesis Writing course in September or January, for completion in August or December. A Thesis Application form must be signed by the Thesis Supervisor and the Theology Director of Studies before registration will be permitted.

GTHEO-7691 — Supervised Thesis Writing This "course" is made of the students writing in consultation with their supervisor over a three term period. If the Thesis is not complete within three terms the student must register for GTHEO-7699 - Annual Thesis Extension.

GTHEO-7699 — Annual Supervised Thesis Extension One year extension of 7691 (renewable annually until thesis is completed)

In order to graduate at the spring Convocation, your supervisor must recommend your Thesis for assessment by the first day of the winter term.

- Application for graduation should be received in the Theology office by mid-February
- The grade for Thesis must be received by approx. May 1

Once their Thesis is approved by TFC, the writer is responsible to provide two (2) hard bound copies of the Thesis (one for the Faculty of Theology office and one for the UW library). The address of a printer and examples of suitable bindings are available in the Faculty of Theology office. Bound copies of the Thesis are required in the Faculty of Theology office before a student can be recommended to Senate for graduation.

The writers of approved and bound Theses will be invited to present their work for information and discussion at a forum of Theology faculty, students, and friends.

XIII. GENERAL INFORMATION

History of the University of Winnipeg:

United College had its own reason to celebrate Canada's Centennial on July 1, 1967. United, established in 1938 when Manitoba College and Wesley College merged, had been granted full university status by the Province of Manitoba and henceforth would be known as The University of Winnipeg.

The founding colleges had existed almost as long as Winnipeg itself. Manitoba College was established by the Presbyterian Church in 1871, and in 1888 the Methodist Church formed Wesley College. Both colleges occupied various sites until they found permanent homes, Wesley opening its building on Portage Avenue in 1896. In 1931 Manitoba College sold its property and moved to the Wesley site where the two existed cooperatively as "The United Colleges" until the 1938 merger.

After nearly one hundred years of granting degrees through the University of Manitoba, United College, which had been operated by the United Church of Canada, was now independent. The focus on a liberal education was to continue and the future of the Collegiate and the Faculty of Theology were guaranteed in the terms of the agreement by which the Church turned the property and assets over to the Province.

There had been some development of the property on Portage Avenue since Wesley College, a landmark sandstone building, was completed. Sparring Hall had been added in 1912 to provide a residence for women, and a library wing was added to the main building in 1934. Fundraising efforts had enabled the Church to add Bryce, Ashdown, and Manitoba Halls in the '50s and by 1962 both Graham and Riddell Halls were completed.

The change in status sparked further building and Lockhart and Centennial, with the "Library in the sky," were soon added to provide classroom, laboratory, and office space. In 1984 a bridge over Spence Street was swung into place, linking Centennial Hall with the new athletic centre. The University of Winnipeg was no longer contained within one city block. The new facility, now named Duckworth Centre, was enhanced by the planting of the Alumni Green. On the south two apartment buildings were renovated to become MacNamara Hall (which now houses the child care facility provided by the University of Winnipeg Students' Association) and Menno Simons College. Today, students gather to participate in their many associations and clubs in the Bulman Student Centre. This long-awaited centre for student activities, opened in 1996, was jointly funded by students, donors, and government. In 1998 the University purchased the former Citadel Building on the east side of Balmoral Street to accommodate the Department of Theatre and Drama.

Throughout the years campus development has been driven by the growth in enrolments and academic programs. In addition to degrees in Arts, Science, and Theology, The University of Winnipeg now offers a full Bachelor of Education degree. Through the Collegiate and the Continuing Education Divisions the University is able to offer a continuum of learning unique in Canadian universities. For over 20 years The University of Winnipeg and the University of Manitoba have offered a Joint Masters program with current offerings in History, Religious Studies, and Public Administration. The University of Winnipeg was the first provincial institution to offer credit courses in northern Manitoba, and now this initiative exists as Inter Universities North, which, like other distance education offerings through Campus Manitoba, is a cooperative effort between all three provincial universities. This outreach is in addition to the University's own delivery of credit courses through cable television. The University has developed several joint programs with Red River College in applied sciences, education, and communications.

In 1969 the Institute of Urban Studies was established as an academic research centre and innovative, action-oriented community resource. The Aurora Family Therapy Centre (formerly the Interfaith Marriage and Family Institute) provides the practicum opportunities for those pursuing the Faculty of Theology's Masters degree in this field. A second research institute, the Mennonite Studies Centre, was started in 1984; this has evolved into Menno Simons College. In 1977 a Chair in Mennonite Studies was established by the University. A German-Canadian Chair, to promote instruction and research in German-Canadian Studies, was initiated in 1989 by the Secretary of State and private donors. The Margaret Laurence Chair in Women's Studies, announced in 1987, is joint between the University of Manitoba and The University of Winnipeg. Most recently (1999) the federal and provincial governments joined with the universities and friends of the United Nations Association to establish a Chair in United Nations Studies. This will be a shared Chair among Manitoba's universities. The University is also home to the Centre for Rupert's Land Studies, which has a primary focus on the history of the fur trade. The Centre for Forest Interdisciplinary Research, established under the Canadian Foundation for Innovation program in 1999 and supported by the Manitoba Innovation Fund, fosters interdisciplinary research on forest sustainability.

In 1998 The University of Winnipeg Act was proclaimed by the Province of Manitoba.

In 2003, The University of Winnipeg Foundation was launched as a registered and incorporated charitable public foundation dedicated to fundraising and asset stewardship in support of the University's mission and vision.

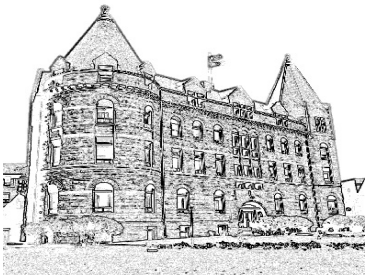
Corporate Organization:

The Regulation establishing United College as The University of Winnipeg was passed on July 1, 1967 and provided for its operation under the authority of a Board of Regents. Under the provisions of The University of Winnipeg Act, proclaimed July 1, 1998, the Board comprises the President of the University, the Chancellor, the Vice-President (Academic), three persons elected by and from the Alumni, four members of the faculty elected by and from the Senate of the University, two members of the support staff elected by the staff, four students named by the University of Winnipeg Students' Association, ten persons appointed by the General Council of the United Church of Canada, and ten persons appointed by the Lieutenant-Governor-in-Council.

The University of Winnipeg is an autonomous and independent body with the right to grant its own degrees in the programs of study it offers, including those in Arts, Science, Education, Theology and Business and Economics. In the field of Theology, the University retains the rights originally possessed by Manitoba and Wesley Colleges and continued by United College.

The Senate of The University of Winnipeg has charge of all matters of an academic character related to the University and the courses of instruction given. It has jurisdiction over all courses that are offered in the Faculties of Arts, Science, Theology, Education, and Business and Economics, and the Continuing Education and Collegiate Divisions.

The University of Winnipeg represents a partnership between church and state into which the United Church of Canada has brought not only assets of property and facilities, but also the proud traditions it has maintained in the field of higher education. Through this partnership the University will seek to maintain flexibility in the patterns of learning, make a diversified and valuable contribution to higher education, and equalize opportunities for the enjoyment of its benefits.



The Board of Regents (2009/2010)**Appointed by the United Church of Canada**

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The Senate (2009 / 2010)**Member Ex Officio**

James Christie, BTh, MDiv, MA, DMin - Dean of the Faculty of Theology

Representative of the Faculty of Theology

Vacancy

Faculty of Theology Administration

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Professor Arthur Walker Jones, BA, MDiv, PhD

University of Winnipeg Administration

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Dean of Theology, James Christie, BTh, MDiv, MA, DMin

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Black, Keith (Chair)

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Butler-Jones, Susan

Christie, James

DeLong, Linwood

Faulkner, Tom

Denton, Peter

Fletcher, Carol

Gould, Earl

Granke, Lynn

Haglund, Diane

Hidichuk, Terence

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Humenuik, Louise

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McKenzie, Megan

Roberts, Barb

Still, Murray

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Ludmila Zamah

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Vernes, Norm (Chair)

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Winnipeg Theological Cooperative

Butler-Jones, Susan

Chell, Ted

Terence Hidichuk (Chair)

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Grayston, Don

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Johnson, David

Koop, Karl

McKenzie, Megan

McMurtry, Norah

Savage, Allan

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Swan, Wendy

Wells, Chris

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Hill, Bonny

Peterson, Sandy

Wells, Chris

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Frain, Patricia

Frymire, Tim

Granke, Lynn

Holmen, Mary

Horst, Glen

Long, Ron

Masaki, Yoshi

McCallum, Margaret

Neufeld, George

Ritchie, Harold (Chair)

Walker, Hugh

Wells, Chris

Wood, Mavis

Buildings and Facilities at the University of Winnipeg:

The campus is situated in the heart of Winnipeg, at 515 Portage Avenue, between Portage and Ellice Avenues and Colony and Young Streets. Thirteen buildings are located on its site bordering the downtown business district and the central residential area of the city.

On-Campus Facilities

Wesley Hall is located at the south end of the campus, facing Portage Avenue. It was opened in 1896, and was originally the home of Wesley College. It contains the teaching facilities of the Collegiate of the University.

Bryce Hall is situated on Balmoral Street immediately east of Wesley Hall. Printing Services is located in the lower level, Education, Developmental Studies and Faculty of Theology are on the main floor, and teaching classrooms and faculty offices for Theology, BEd, and Collegiate are on the second floor. The offices of the Dean of Education and Dean of Theology are also located in Bryce. Printing Services and Parking Services are on the lower level.

Ashdown Hall is conveniently linked to the north end of Bryce Hall. The main floor contains chemistry laboratories and faculty offices. The second and third floors are occupied by offices of the teaching faculty in Arts and Science.

Manitoba Hall is a classroom and chemistry laboratory building linked to the north end of Ashdown Hall. There are two large theatre type lecture halls located in the facility, as well as 20 classrooms.

Lockhart Hall is a seven-storey academic building on the north end of the campus, on Ellice Avenue. Lockhart contains laboratories for physics, biology, psychology, and geography, as well as classrooms, lecture theatres, seminar rooms, and Arts and Science faculty offices. There is a coffee shop located on the main floor.

Riddell Hall contains the University dining hall/cafeteria which has seating capacity for 500 people. The Bulman Student Centre occupies the lower levels of Riddell Hall and houses the offices of the Students' Association, as well as student activity areas, including study and lounge space, and student group areas. Riddell Hall is located south of Lockhart Hall, on the east side of Spence Street.

Graham Hall houses Student Services (Academic Advising, Admissions, Awards and Financial Aid, Career Resource Centre, Disability Services, Student Counselling, Student Housing, Student Records), Tutoring Centre, Computer Writing Lab, and faculty offices. It lies south of, and is linked to, Riddell Hall.

Sparling Hall houses the Technology Solutions Centre and the Aurora Family Therapy Centre. It is south of Riddell Hall, and linked to it by an underground tunnel. It is also just to the north and west of Wesley Hall.

Centennial Hall is a five-storey building with two mezzanine floors. It is located between Manitoba and Ashdown Halls on the east, Riddell and Graham Halls on the west, and Lockhart Hall on the north. Several of the floors span Riddell and Ashdown Halls on columns, allowing for use of the upper areas above these buildings. All of this structure is linked to the existing buildings at most levels. The building is a large and complicated one, fully equipped for teaching and laboratory work in such areas as physics, biology, anthropology, psychology, geography, and languages. There are also classrooms and offices for members of faculty.

The office of the Deans of Arts is located at the south section of the third floor. The Library is housed on the upper floors of this building, with access at the fourth floor level. The office of the Vice-President (Research and Graduate Studies) is located on the fourth floor mezzanine in the Library. The Rupert's Land Record Society is situated on the fifth floor, within the Library area. A Buffetaria and Student Computer Lab are located on the fourth floor north of the Library entrance. Eckhardt-Gramatté Hall, a facility for concerts and special lectures, is located on the third floor. Access from the ground floor to the fourth floor is by a series of escalators, providing rapid and easy access to the student centres and the Library. Landscaped courtyards are located at strategic areas to provide green space and outdoor lounges for the students' use. Lounge areas are also available in other areas of the facility off the hallways.

Student Central, a new one-stop shop for registration and payment, is located on the main floor of Centennial Hall at the north end of the building. The Info Booth, which sells bus passes, postal and fax services, event tickets and provides a variety of other services, is located at the junction of Riddell Hall and Centennial Hall on the main floor. At the south end of Centennial on the main floor, visitors can find a General Information Centre, which also houses the Security Office.

Duckworth Centre is situated on the southwest corner of Ellice Avenue and Spence Street. This three-storey building consists of 105,000 square feet of modern athletic facilities and is designed to meet recreational, athletic and academic needs of the University.

The Centre houses three basketball courts, a double-sized combative room/auxiliary gymnasium, a 167-metre banked jogging track, four racquetball courts, two squash courts, weight training facilities, an athletic therapy area, meeting rooms, a lounge and concession area, saunas, showers and lockers, classrooms, laboratories, and offices. The new **Bill Wedlake Fitness Centre** has recently been opened. The Applied Computer Science and Business Administration Programs are located in the Centre. The new **UWSA SOMA CAFE** is located on the first floor.

MacNamara Hall is south of the Duckworth Centre. This facility consists of two separate three-storey buildings joined by a two-level link. The buildings include classrooms, seminar rooms, offices, and a pre-school child care centre (operated by the UWSA). The area between the two buildings forms an outdoor playcourt for the children.

The Human Resources Office, Clinic, the Director of Security, offices for Criminal Justice Studies and the Campus Community Ambassador Program are also located in MacNamara Hall.

Canwest Centre for Theatre and Film, is a facility immediately east of the main campus, which the University is renovating into program space for the Department of Theatre and Film.

Directional maps are provided at all main entrances, outlining the locations of various Departments throughout the University.

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