



TRINITY  
THEOLOGICAL COLLEGE  
Preparing People for Effective Christian Service

Prospectus for Overseas Students

2021

CRICOS #02650E



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Please note that the content of this booklet is subject to change. Please also refer to the [ACT Overseas Student Webpage](https://www.acttheology.edu.au/overseas-students/) on the ACT website at <https://www.acttheology.edu.au/overseas-students/> for detailed information relating to Overseas Students studying in Australia. For the most up to date ACT policies relating to Overseas Students, please click directly onto the above link. Please make yourself fully familiar with these policies prior to commencing the application process.

## About Trinity Theological College

### Welcome

Thank you for your interest in [Trinity Theological College](#). This booklet has been designed to help overseas students to find out a little more about the college and our community here in Perth, Western Australia. Please read this book alongside our [Course Information Material](#). Further information about our courses or making an application can be obtained from our registrar by emailing [registrar@ttc.wa.edu.au](mailto:registrar@ttc.wa.edu.au).

### Who is Trinity Theological College?

Trinity Theological College (TTC) is a non-denominational training institution for Christian ministry in the evangelical reformed tradition. It offers undergraduate and graduate studies through the [Australian College of Theology](#) (ACT). Trinity's great emphasis in its training is the integration of head, heart, and hands. We seek to combine understanding, devotion, and practice at all times.

As an affiliated college of the ACT we are required to comply with the standards articulated in the National Code, and all documentation for your study can be found in the handbooks and policy documents of the ACT, as well as in handbooks and course information provided to you by TTC.

[The National Code](#) is a set of nationally consistent standards that governs the protection of overseas students and delivery of courses to those students by providers registered on the [Commonwealth Register of Institutions and Courses for Overseas Students \(CRICOS\)](#). Overseas students are advised to become familiar with the ESOS (Education Services for Overseas Students Act 2000) Framework, which provides the regulatory requirements for the Australian College of Theology and other providers of education to overseas students in Australia. It provides overseas students with protection.

### What are Trinity Theological College's aims?

The aim of Trinity Theological College is to equip women and men for effective Word ministries. By "effective" we mean a ministry that is shaped by the Gospel, the teaching of "first importance" for Christians (1 Cor. 15:3). A Gospel-shaped ministry will have three emphases:

1. **Bible Based.** God has spoken definitively in His Word the Bible which provides all that is necessary to equip God's people "for every good work" (2 Tim 3:17). The key task in ministry, then, is to teach, apply, and model God's word faithfully and competently so that God's people might be well fed and grow into maturity. This is why students at

Trinity learn the original languages of the Bible and how to discern its meaning for life and ministry.

2. **Christ Centred.** Jesus Christ is the centre and sum of God's word (Col. 2:3); he is the one who supremely reveals God the Father to us (John 14:9). And so Jesus is to be the believer's first love (John 21:15-20). Our hope is not simply to learn about the centrality of Christ but be devoted to him as our Saviour and Lord. Therefore, a crucial part of our program is weekly chapel, pastoral care groups and spending time together to encourage one another in Christ-centeredness.
3. **Ministry Focussed.** Our desire is not only to know theology in the head and heart, but also to know how it applies to ministry in real-life, practical situations. Trinity seeks relentlessly to keep showing how what we learn in Scripture practically applies in Christian service. All theology is practical; our concern is to show how.

### **Our Facilities**

The college enrolls between 70 - 90 students each year and has 7 full-time staff and 11 part-time staff.

The centrally located, modern, three storey building completed in May 2004 was designed to allow the College to grow. Using just the second and third floors, as we do now, the college in the future could hold 140 students and 12 full-time staff.

We have two lecture rooms and two smaller tutorial rooms. We can seat 42 in the one lecture room and 37 in the other. At the moment the largest class, at any one time, is 40. The dividing wall between the lecture rooms is opened up for our certificate level class (Trinity@Night, held every week) and for special events such as when guest lectures are held here.

The library houses a collection of over 25,000 items. Its design makes it a great place to come and work. It provides work spaces for thoughtful reflection, purposeful study and group discussion. Our librarian and library technician are always willing to assist our students or visiting pastors and ministers who come to use the books or quiet space.

All the computers in the library can access the online catalogue. A wireless network enables students to use their own laptops within the building.

The mezzanine floor provides a place for quiet study and is designated for students who need a more permanent study space. Access is also provided to the student zone which includes an al fresco dining area and a well fitted out kitchen with fridge, microwave ovens etc. A fierce and thriving table tennis competition is played in this zone too.

## Why Study in Perth, Western Australia?

Perth is a small and beautiful city, with a modern and multi-cultural atmosphere. Perth is well-equipped with beautiful beaches, the sparkling Swan River and great museums, art galleries and centres for fine international level study. Many international students come to Perth to study a wide range of courses in the numerous Universities and Colleges that make Perth an educational city. To find out more about Perth and Western Australia visit [www.wa.gov.au](http://www.wa.gov.au) and [www.westernaustralia.com](http://www.westernaustralia.com)

## Our Local Community

A detailed description of the area and facilities can be found at [www.vincent.wa.gov.au/](http://www.vincent.wa.gov.au/)

Public transport via the train and buses, just minutes away, makes access to the college easy. To plan your journey and to access network maps go to:

<http://www.transperth.wa.gov.au/Journey-Planner>

Cycle paths provide easy access to the college details can be found at:

<http://www.transport.wa.gov.au/activetransport/cycling.asp>

## Our Courses

Trinity Theological College teaches courses in theology and divinity at undergraduate, graduate and postgraduate level. All courses are provided by the higher education provider, The Australian College of Theology (ACT) (CRICOS Code 02650E). The course names available for overseas students are listed below and more information on the details of each course is available on the ACT website and TTC websites.

- [Bachelor of Theology \(BTh\)](#)                      **ACT CRICOS Course No. 054676J**
- [Master of Divinity \(MDiv\)](#)                      **ACT CRICOS Course No. 054688E**
- [Master of Theology \(MTh\)](#)                      **ACT CRICOS Course No. 094613D**

## Teaching Methods

Classes at Trinity Theological College are all face-to face contact classes which use a variety of teaching methods including lectures, discussions, student presentations and guest speakers.

## Assessment Methods

Assessment for the different units varies slightly and will be outlined fully at the commencement of each unit for each semester. Generally, the assessment involves one or two essays and an exam.

## What Studying at Trinity Theological College Means

### Part of a community

Enrolling to study with us means you make a commitment to join the community of Trinity. This will involve rigorous levels of academic work in lectures, tutorials and other class work. It also means you participate in Chapel, Pastoral Care Groups, Mission Week (a one week placement with a team in a ministry setting), plus numerous other social and educational events.

### How much study?

You will normally be enrolled in full-time study only. That is 48 credit points per semester which is equivalent to 96 credit points a year. Although the new National Code no longer requires this for each study period, you are required to complete the enrolled course within the time frame as stated on your Confirmation of Enrolment (CoE) document. This means that if you elect to take less than a full-time load in any study period, you need to keep in mind how you will organize your unit load in future study periods in order to complete the course on time.

A normal unit consists of 3 hours contact per week, over 13 weeks of class contact. Each semester has two non-contact weeks and a one week study break before examinations.

No more than 25 percent of the student's total course may be undertaken by distance and/or online learning. Since TTC does not offer distance or online study, this can only be taken through another ACT affiliated college after discussion with the TTC Registrar.

### Orientation

Trinity Theological College will provide an Overseas Student Orientation before the commencement of classes and often before commencing local students attend an orientation. [The ACT Orientation Program Rules](#) have been designed in response to the requirements under the National Code of National Code of Practice for Providers of Education and Training to Overseas Students 2018 (ESOS Act 2000), Standard 6.1. Please refer to this policy for a detailed description of what will be covered in the Orientation Programme at TTC.

Our staff, who run the orientation, work hard to ensure that you, as a student, will be well equipped and supported to achieve the best possible success in your studies. If you read through the Trinity Student Handbook and refer to the [ACT Overseas Student Webpage](#), which you will be guided through at Orientation, you will see that there is a lot of information for you to understand and consider as you move through your studies. Although these resources will outline what you need to know, it is impossible to understand and recall everything. Once you are concentrating on your studies, you will feel less stressed if you are already comfortable with the college, its staff and its services.



Arriving early to attend orientation gives you the chance to:

- See and talk to the most important people you will need to know at the institution.
  - Academic Dean and Registrar
  - Pastoral Care Group leader
  - Library staff
- Enrol early which will help you to get your student card early. You will need your student card to open bank accounts, borrow books from the library, and more.
- Find your way around the campus
  - Library
  - Recreation and eating areas
  - Classrooms
- Meet other students who may share your classes, or who share your concerns or fears. Knowing other people on campus as you become more comfortable with the routines can really help you avoid any feelings of isolation.
- Find your way around public transport/city/to and from your accommodation.
- Feel as though you already know some of the things local students know before you get to meet them at orientation activities later.
- Become familiar with the student support services available to you at the college.

### **Student Support**

Students can contact the Registrar Office for information on a range of local student support services. All full-time students are placed in a Pastoral Care group for the duration for their studies which meets weekly throughout semester. Students are encouraged to contact their Pastoral Care Group leader or their lecturers if requiring support. There is also helpful support service information available through the [ACT website](#) describing services in counselling, academic support, health & welfare, legal, accommodation and student advocacy. A full range of local student support services and their contact information is also listed in the TTC Overseas Student Pre-departure Handbook.

## Entrance Requirements

Applicants will need to demonstrate their suitability for a program of study at Trinity Theological College.

They must be over 18 at the commencement of their study and meet the program English language requirements as well as the academic entry requirements of the Australian College of Theology.

The details of the admission requirements for each course are listed in the [course information](#) page on the ACT website.

### English Competency Requirements for Degree Courses

All candidates must be able to communicate adequately in English. Applicants who do not have English as their primary language are required to provide evidence of English proficiency. This may be achieved through copies of certificates or transcripts of appropriate studies completed in English or the satisfactory completion of the **Academic** International English Language Testing System (IELTS).

Information about the tests and testing centres can be found at <https://www.ielts.org/what-is-ielts/ielts-for-study>

The results needed for entry to our courses as set by the ACT are:

<b>IELTS Academic Version Test</b>	<b>Overall score</b>	<b>Reading</b>	<b>Writing</b>	<b>Listening</b>	<b>Speaking</b>
<b>Bachelor of Theology</b>	6.5	6.0	6.0	6.0	6.0
<b>Master of Divinity</b>	7.0	7.0	7.0	6.5	6.5
<b>Master of Theology</b>	7.5	7.5	7.5	7.0	6.5

Please refer to [English Language Proficiency Policy](#) for more information.



### **Academic Competency**

Certified copies of academic transcripts for all relevant qualifications are to be submitted with your application.

### **Credit for Qualifications previously achieved**

Students seeking credit based on previous study or Recognised Prior Learning (RPL) towards the course for which they are applying should lodge an Application Form for Course Credit at the same time as the application for admission. If credit is granted and reduces the period of study, this will be reflected in the agreement letter (as this is the contract with the student) and will be indicated on the CoE (Confirmation of Enrolment Form) issued to the student to commence the course. Students are reminded that they must still maintain a full time study load and that credit can affect their visa status. For instructions on how to apply, please refer to the [Overseas Students Course Credit Application Procedure](#).

Before application, please read the [ACT's Prior Learning Policy](#) and [Credit Transfer Rules](#) which can be found in the policy section relating to Admissions.

### **Sponsorship and denominational support**

We believe that overseas students should ideally have some support from their home church. With your application you will be asked to provide the name and contact details for your Pastor or a denominational leader who will be asked by us to provide a reference for you in relation to your Christian character, your experience in serving within your church and your suitability for ministry.

### **Offer of a Place in a Course and Confirmation of Enrolment**

If you meet the entry requirements and are accepted as a student, the Australian College of Theology through TTC will offer a place to study by providing a Letter of Offer. The will also formalise your enrolment by way of providing you with a written agreement. The written agreement must be entered into before or at the same time we accept course money from you. That agreement will:

- identify the course in which you are to be enrolled, it's duration and any conditions placed on that enrolment;
- Indicate any credit for course credit/prior learning granted.
- provide an itemised list of course money payable by you;
- provide an itemised list of other Fees and conditions of payment;
- provide information in relation to [refunds of course money](#) in the case of student and provider default;
- provides information regarding an overseas student's rights under Consumer Protection laws;

- set out what happens with the personal information you provide (see also details in the [ACT Overseas Students Webpage](#));
- advise you of your obligation to notify us of any changes to your contact details while enrolled;
- provide information on the requirement to maintain satisfactory course progress and attendance in accordance with the [ACT Course Progress Policy](#) and ACT Handbook published on the ACT website.
- Provide information on student visa conditions and Australian Government Regulations

The written agreement is a legal contract. You should read it carefully and make sure you fully understand what it says before signing it. Once the agreement is signed or otherwise accepted, the ACT and the student must follow whatever is set out in the written agreement. You should keep a copy of it. Should you ever make a complaint, you will need to refer to your written agreement.

### **Issuance of Confirmation of Enrolment (COE)**

A Confirmation of Enrolment (CoE) provides evidence of a student's enrolment with the Australian College of Theology (ACT). This evidence is required before the [Department of Home Affairs](#) (DHA) will issue a student visa. The CoE contains information about the Provider, course and duration of study in which the student has enrolled. (*The course duration in the CoE may be reduced as a result of any credit granted.*) By the ACT issuing a CoE we are verifying that the ACT has accepted the student. It is an offence under section 19 of the ESOS Act to provide false or misleading information about accepted students, therefore the information provided on an CoE must be true and correct at the time of issuing.

All overseas students must have a CoE for each course before they apply for a visa. An extension CoE can only be issued if you can demonstrate that you have been unable to complete your course on time as a result of an approved reduction of study load due to compassionate or compelling circumstances, an activated intervention strategy or an approved leave of absence.

### **When Do You Need a New Confirmation of Enrolment (CoE)?**

Any time that there is a change in your course duration, you will need a CoE that reflects the change. This means that during your study at the ACT, you may have multiple CoE's. You should always keep the latest CoE. Please find below all the reasons that you will need a new CoE:

- Advanced Standing

The ACT offers advanced standing (credit transfer) to students who have successfully completed courses or parts of courses at other universities and colleges. This may shorten the timeframe on your CoE and therefore effect your Student Visa. If the advanced standing

placed on your record has affected your CoE then you will be automatically issued a new CoE for the appropriate timeframe.

- Compassionate and Compelling Circumstances

Compassionate or compelling circumstances are defined as circumstances beyond the control of the student and which may have an impact upon the student's course progress or wellbeing. If you have compassionate or compelling circumstances, then you are able to apply to reduce your study load. If your application is approved, you will automatically be issued with a new CoE for the appropriate timeframe.

- Intervention Strategy

Intervention strategy is a plan of action created by your Academic Dean in an attempt to address and reduce the causes of academic failure during your time. It has been developed to offer students on a course progress status of referral or probation with additional assistance. This strategy is designed to promote your future success in your studies. An intervention strategy may, depending on your circumstances, lengthen the duration of your course. If the intervention strategy affects the duration of your course, then you will be automatically issued with a new CoE for the appropriate timeframe.

- Leave of Absence

If you wish to take a break from your studies and have an approved Leave of Absence, it will lengthen the time that you need to complete your degree. DHA will be informed of the break in your study and you will be automatically issued with a new CoE for the appropriate timeframe.

## **Changing your Enrolment**

Information about the grounds on which a student's enrolment may be deferred, suspended or cancelled are contained in the [Extension, Deferment, Suspension and Cancellation of Enrolment Policy](#). This can also be found in the Documents section of the ACT website.

## Arranging Visas and Travel

### Department of Home Affairs (HA)

Most overseas students wanting to study in Australia require a student visa. The [Department of Home Affairs \(HA\)](#) is responsible for issuing visas for entry to Australia.

Overseas students outside Australia must be enrolled in a registered course of study and provide a Confirmation of Enrolment (CoE) when they lodge their Student visa application.

If you are living in and applying for a student visa within Australia, you can continue to apply online for a student visa with an offer letter.

Please see [visa options for studying in Australia](#) for more information about the application procedure.

### Department of Foreign Affairs and Trade (DFAT)

As well as links from the DHA website the Department of Foreign Affairs and Trade website <https://www.dfat.gov.au/about-us/foreign-embassies/pages/foreign-embassies-and-consulates-in-australia> has a comprehensive list of foreign embassies, high commissions, consulates and representative offices from around the world accredited to Australia.

### Migration Agents

A migration agent can assist you in submitting your visa application and communicating with DHA on your behalf, but please note that you do not need to use a migration agent to lodge any kind of visa application.

## Student Visa Requirements

### Simplified Student Visa Framework (SSVF)

From 1 July 2016, a single immigration risk framework applies to all overseas students and replaces the previous streamlined visa processing and Assessment Level frameworks. All overseas students apply for a single Student visa (subclass 500), regardless of the chosen course of study.

Under the SSVF, the combined immigration risk outcomes of the student's education provider and country of citizenship will be used to guide the level of documentary evidence of English language and financial capacity that the student needs to provide with their visa application.

The [online document checklist](#) tool advises students about the documentation they need to provide with their visa application based on their combined country provider immigration risk outcomes.

The HA online student visa application will assess you against a range of criteria and determine the level of English and financial capacity required. ***Please check Academic IELTS test results required for entry into ACT courses in the English competency***

**section of this booklet as they are higher than the minimum English Language Proficiency requirements for a student visa.** Government regulations require that evidence of means of financial support must be provided before any overseas student is granted a visa to enter Australia: this includes the capacity to cover all travel expenses, tuition fees, living expenses, and all living expenses related to any dependants who accompany the student.

You are still expected to meet other requirements such as Genuine Temporary Entrant (GTE), good character and health criteria. For more information [click here](#)

Note :

- *You must ensure you allow enough time for processing between lodging your application and the start of your academic program, as it can be a lengthy process depending on your country of origin.*
- *The visa application process can be complicated for students from some countries. It may be better to submit an application with the assistance of an accredited agent due to their familiarity and experience in the field. The ACT **does not** employ the use of education agents.*

### **Student Visa Conditions**

If you are granted a visa, you must abide by its conditions. Failure to comply with these conditions could result in the cancellation of your visa.

Below are the visa conditions for students.

- complete your degree within the timeframe outlined on your eCoE
- make satisfactory academic progress
- maintain a full-time study load
- continue to satisfy the requirements for grant of your student visa. This means, for example, that you continue to have sufficient financial capacity to support your study and stay in Australia.
- work no more than 40 hours per fortnight during any study period (all students on a postgraduate research visa are exempt from this condition, and can work unlimited hours)
- notifying us of your address within seven days of your arrival, and if you change your address later
- hold Overseas Student Health Cover from an Australian Government-approved provider for the duration of your visa
- notify the college of any changes to your visa
- maintain adequate schooling arrangements for your school-age dependents who joined you in Australia for more than 3 months as part of your student visa application



For a full list of mandatory and discretionary student visa conditions please visit – [visa conditions for student visa holders](#).

Note :

- *From 1 July 2016, all Student (subclass 500) visa holders should maintain enrolment at the same level or a higher Australian Qualification Framework (AQF) level for which they were granted a visa, unless they are undertaking a doctoral degree (AQF10) and transfer to a master's degree (AQF9).*
- *Transferring to a lower AQF level course or transferring from an AQF level course to a non-AQF Award course would be in breach of the student visa condition and might result in the visa being cancelled. Students who want to change to a lower level course must apply for, and be granted, a new student visa before they change their course.*

### Working in Australia

If you are a student visa holder, you and your dependent family members have permission to work included with your visa. Once your course has commenced, you are permitted to work a maximum of 40 hours per fortnight when your course is in session, and unlimited hours when your course is not in session. For more information, please visit – <https://www.studyinaustralia.gov.au/english/live-in-australia/working>.

### **Overseas Student Health Cover (OHSC)**

The Australian Government requires overseas students to have compulsory health cover **prior** to acceptance into the country and for the duration of your studies.

Australia has a special system of health cover for international students called **Overseas Student Health Cover** (OSHC). You will need to buy OSHC before you come to Australia to cover you from when you arrive. The Department of Home Affairs requires you to maintain OSHC for the duration of your time on a student visa in Australia.

Trinity Theological College does not have an agreement with a specific OSHC provider. You will need to arrange to take out OSHC with an Australian OSHC provider of your choice. There are five providers of OSHC in Australia. Visit these websites to find detailed information on what they cover and to decide which provider is right for you.

- Allianz Global Assistance <https://www.oshcallianzassistance.com.au>
- Australian Health Management <http://ahmoshc.com/english.aspx>
- BUPA Australia <http://oshc.bupa.com.au/>

- Medibank Private <https://www.medibank.com.au/overseas-health-insurance/>
- NIB <https://www.nib.com.au/overseas-students>

Your OSHC will help you pay for any medical or hospital care you may need while you're studying in Australia and it will contribute towards the cost of most prescription medicines, and an ambulance in an emergency.

OSHC does not cover dental, optical or physiotherapy. If you want to be covered for these treatments you will need to buy additional private health insurance, such as:

- Extra OSHC provided by some OSHC providers
- International travel insurance, or
- General treatment cover with any Australian private health insurer. You can find a list of these providers and search for the one that suits you best at [www.privatehealth.gov.au](http://www.privatehealth.gov.au) or [www.iselect.com.au](http://www.iselect.com.au).

If you marry (a non-Australian citizen) or have a child born after your arrival in Australia, and you only have a single OSHC policy you must change that to a family policy. If family members join you after your arrival in Australia they will have to demonstrate that they have an OSHC policy for the duration of their visas. When you applied to the college you will have been asked to supply the Registrar with a copy of a receipt or other proof of your OSHC payment as **Proof of insurance**: The OSHC should commence when you arrive in Australia. If any details of your insurance change you will need to inform the Registrar.

### **How to Apply for Family Members to Join You**

You can include family members when you lodge your visa application. For student visas, your family member is:

- your partner, or
- your or your partner's dependent child who is unmarried and has not turned 18 years of age.

We cannot grant a student visa to your child if they have turned 18 years at the time your visa is finalised. They need to apply for their own visa.

You must declare your family members in your student visa application even if they do not plan to travel with you to Australia. If you do not do this, your family members will not be eligible for a student visa to join you in Australia.

Your family members can also apply as a subsequent entrant (at a later time, separate from your application) in [ImmiAccount](#).

Family members who apply for the visa must meet our requirements for [health](#) and [character](#).

For more information see 'Evidence you have enough money for your stay' section under [Gather documents](#).

### **Cost of living in Australia**

12-month living costs (sourced from the HA website) are:

- for students or guardians - AUD21,041
- for partners coming with you - AUD7,362
- for a child coming with you - AUD3,152

Further information can be found at the [Study in Australia](#) website.

### **Schooling for Dependents**

Dependents of overseas students who accompany them to Perth must enrol in either a government or non-government school and may be required to pay full fees.

The mainstream [2020 annual tuition fees](#) for 500 or 571 Student Visas in WA government schools are (in AUD):

- Kindergarten \$7,809 per year or part thereof.
- Primary (Pre-Primary-Year 6) \$14,575 per year or part thereof
- Lower Secondary (Years 7 – 10) \$17,286 per year or part thereof
- Upper Secondary (Years 11 – 12) \$18,980 per year or part thereof
- [Overseas Student Health Cover \(OSHC\)](#) is approximately \$596 for a single, up to \$3091 for family cover per year (as at December 2018)

Students that require additional English language programs on arrival at a public school can participate in an Intensive English Centre (IEC) program; or an English as an Additional Language or Dialect (ESL) program. Additional fees apply for these programs ranging from \$1500 a year for ESL programs to \$3000 per year for IEC programs.

For more details, see <https://www.tafeinternational.wa.edu.au/your-study-options/study-at-school/student-visa-holders-500-or-571-visas>.

### **Arranging Travel**

You will need to make your own travel arrangements to Australia. We will notify you regarding how soon before the start of Overseas Student Orientation you should arrive to allow enough time for settling-in, adjusting to the climate and overcoming jet-lag.

### **Accommodation**

Trinity Theological College **is not a residential college** so students will need to make their own living arrangements. Prior to admission into Australia you will need to have your

accommodation finalised. Accommodation options may be found at [www.reiwa.com.au](http://www.reiwa.com.au) or through local real estate companies (search on the reiwa site under [Agent Finder](#) for Leederville). Or you may wish to look for accommodation near a supporting church/denominational group. Easy access to the train line will solve travel issues as the Leederville Station is an easy walk from the College campus.

An online street directory is accessible at [www.whereis.com.au](http://www.whereis.com.au).

## College Fees

Overseas students are required to provide evidence that they can pay their tuition fees, accommodation and living expenses in full.

The full payment of one semester of fees is required prior to the start of semester. Please refer to the Trinity website [2021 Degree level Fees](#) or the ACT website at <https://www.actheology.edu.au/tuition-fees/>. Please note that Course Fees are updated every year by the ACT and a non-refundable application fee of AUD250 is payable on submission of your application.

Course Name	Overseas Tuition AUD	Annual Tuition AUD
<b>Bachelor of Theology</b>	\$2,904 (12CP)	\$23,232
<b>Master of Divinity</b>	\$2,904 (12CP)	\$23,232
<b>Certificate of Ministry</b>	\$150	\$300
<b>Master of Theology – Full Time</b>	\$10,608 (48CP)	\$21,216

**Our college does not offer scholarships.** If you are a student visa holder, you and your dependent family members have permission to work included with your visa. Once your course has commenced, you are permitted to work a maximum of 40 hours per fortnight when your course is in session, and unlimited hours when your course is not in session.

For more information, please visit – <https://www.studyinaustralia.gov.au/english/live-in-australia/working>.

We must state, however, that we encourage full-time students to plan to work no more than eight hours per week in either ministry or a secular occupation.

### Refunds

If you have paid your semester fees and subsequently find that you can no longer attend College, monies you paid will be refunded in accordance with the College refund policy. See [Refund Policy for Overseas Students](#) in the policy section relating to Overseas Students on the ACT website.

## Policies

For more information, see the Policies section at <https://www.actheology.edu.au/documents/> or access the ACT Overseas Student Webpage at <https://www.actheology.edu.au/overseas-students/>.

### Important policies for overseas students to read

- [Course Credit Procedure for Overseas student](#)
- [Course Progress Policy](#)
- [Grievance Resolution Policy for Overseas Students](#)
- [Overseas student extension, deferment, suspensions and cancellation policy](#)
- [Overseas students release and transfer policy](#)
- [Refund policy for overseas students](#)
- [Variation of enrolment policy](#)
- [Critical incident policy](#)

### Personal Information Policy

The information provided by you as an overseas student to the provider (Australian College of Theology) may be made available to Commonwealth and State agencies and the Fund Manager of the Educational Services for Overseas Students (ESOS) Assurance Fund, pursuant to obligations under the ESOS Act 2000 and the National Code. This information includes personal and contact details, course enrolment details and changes, and the circumstances of any suspected breach of a student visa condition.

The ACT is required, under section 19 of the ESOS Act 2000, to tell the Department about: (i) certain changes to your enrolment; and (ii) any breach by you of a student visa condition relating to attendance or satisfactory academic performance.

Agreement to the above, and the availability of complaints and appeals processes, does not remove a student's right to take action under Australia's consumer protection laws.

## **Application Procedure – Overseas Students**

To apply to study at Trinity Theological College please follow these steps. Please allow at least four (4) months to complete the process.

Our usual entry point to the college is the last week of January. Therefore, application enquiries should reach the Registrar by the end of September for Semester 1 entry or end of April for Semester 2 entry.

Please use this as a checklist to ensure you have met all the requirements.

### **Step 1: Explore visa options for studying in Australia**

Go to the Department of Home Affairs Website page:

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-finder/study>

If after reading through this, you feel you meet ALL the Australian Government requirements and you wish to apply to study with us at Trinity Theological College proceed to the next step.

### **Step 2: Application to Registrar**

1. Submit a Prospective Student Contact Form via the TTC website at <https://www.ttc.wa.edu.au/prospective-student-form/>.
2. On receipt of the above form, the registrar will email a letter containing important information relevant to overseas students wishing to study in Australia. Please ensure you read this carefully. You will also be sent an application form, a pro forma letter of recommendation to send to your three referees, and a list of the documentation required to be submitted with your application form.
3. Documentation required to be submitted along with your completed application form must include:
  - a. A colour passport photo;
  - b. Certified copies of all prior tertiary studies
  - c. Certified copy of the Original Academic IELTS test results notice
  - d. Certified copy of your current passport
  - e. Prior Learning Portfolio (if applying for academic credit or recognised prior learning)
  - f. Ensure that Letters of Recommendation from your Pastor, a leader in your church and a mature Christian friend are sent by your referees directly to [registar@ttc.wa.edu.au](mailto:registar@ttc.wa.edu.au) . These references should be independent of each other and should not be a family member.
  - g. A one-page response to each of the following questions:
    - i. Your Christian life so far – telling us about your Christian life to date

- ii. Christian Service - Giving details of your current involvement in Christian Service
  - iii. Why Trinity Theological College? Telling why you wish to study at the college and what ministry or Christian service you would like to pursue after graduation.
4. A non-refundable application fee of AUD \$250 to cover processing costs (payment details are located in the application form)

Please note that unless all the above is completed and forwarded to [registrar@ttc.wa.edu.au](mailto:registrar@ttc.wa.edu.au), we will be unable to process your application.

On receipt and review of the above, we will submit your course entry requirement documents to the ACT for review to ensure that your qualifications, experience, and English language proficiency are appropriate for the course for which enrolment is sought. If you meet the requirements, TTC will then arrange an interview with the Principal or his representative. After this interview, your application will be presented at the next meeting of the selection panel at Trinity Theological College for consideration. If it is agreed by the selection panel at Trinity Theological College that a place is to be offered to you, a Letter of Offer and an Overseas Student Agreement will be sent to you. Acceptance of this offer may only be confirmed by signing and returning the Agreement. On receipt of your acceptance and your first semester tuition fees, you will be sent an ACT Confirmation of Enrolment for Overseas Students which you will need prior to applying for a student visa.

### **Step 3: Information to Registrar**

You must submit the following:

- Details of your accommodation arrangements
- Receipt for payment for Overseas Student Health Cover (OSHC) and a copy of your OSHC Insurance Certificate.
- Payment for all College fees for the first semester of the course. **To be made only after you have signed and returned the written agreement.**

### **Step 4: Apply for Student Visa**

You must:

- a. apply for a student visa online at [The Department of Home Affairs \(HA\)](#) or;
- b. apply to the Australian Embassy for a student visa. You will need to take with you

the ACT Confirmation of Enrolment for Overseas Students.

### **Step 5: Travel Arrangements**

Once you have received a student visa:

- a. Provide the college with a copy of your Australian student visa and photocopy of your passport details and;
- b. Advise the college of your travel arrangements including your arrival time.

On your arrival in Perth you will need to contact the College on 9228 9067 to make an appointment with the Registrar and attend our Orientation programme.







