

Certificate in Diaconal Studies (CDS)

2008-2009
revised



CERTIFICATE IN DIACONAL STUDIES (CDS)

The CDS program is designed to prepare God-called men and women for ministry as a deacon in the Anglican Mission in the Americas (AMiA). It involves a combination of distance and short-term residential learning, together with internships within the local parish setting. Please note that completion of this program does not guarantee ordination.

Program Structure

Transfer of Courses

Students who have completed training equivalent to the school's courses may receive advanced standing at ASM-LR at the discretion of the Dean. An end of course exam may be required to assess equivalency.

Mentoring

Each student must acquire the services of a program mentor. The mentor's role is absolutely critical to the successful outcome of ASM-LR's programs. While normally the mentor should be the student's pastor, other people of suitable education and experience (such as a retired Anglican minister) may be acceptable. Mentors must be approved by the Dean. The Dean will provide training and guidance to the mentor to help him be successful in this critical role.

Local Colloquia

If there are a sufficient number of students within a given area, the Dean may approve the formation of a local colloquium under the direction of a senior mentor who will coordinate the activities of the area mentors and arrange for lectures and discussion sessions. While not replacing the regular mentoring sessions, these colloquia can provide an important adjunct service in the learning process.

If there is a suitably qualified instructor, the Dean may approve the local colloquia to be a separate course section.

Course Communication

One or more of the following means of communication will be used in distance learning courses—email, teleconferencing, and posting lectures notes on the internet. The course instructor will provide the appropriate access information.

Faculty	The faculty serves a critical role in the distance courses offered by ASM-LR. Faculty members design each course, grade all assessments, and provide the students with guidance concerning course content. All faculty members have at least a Master of Theology (or its equivalent), from an accredited school, with substantial course work in the subject area.
Course Credit	The courses are taught at a graduate level at what are commonly referred to as 500 and 600 level courses. Semester hours are given for each course as an indicator of the amount of work required. Biblical, Theological, and Ministry Studies courses are three semester hours each. The Internship is six semester hours and the seminar is two semester hours.
Distance Learning	<p>Courses in Biblical Studies, Theological Studies, and Ministry Studies are conducted at a distance. The course work consists of readings from a book list of three to five works and journaled regular discussions with the mentor. The courses are to be completed over a three-month term. A student may apply for a one-month extension. Assessments of these courses will be by means of:</p> <ul style="list-style-type: none"> • Short book outlines of two to three pages (for reading accountability). A minimum of one review is to be submitted each month • Copies of the journal entries submitted at the end of each month • A short term paper of six to eight pages (for 500-level courses) or eight to ten pages (for 600-level courses), to demonstrate critical thinking • A final exam to demonstrate mastery of the course materials <p>All assignments, except for the journal copies, should be emailed to the instructor. Journals should be emailed to the mentoring coordinator. Contact information will be provided by the instructor.</p>
Internships	<p>Year-long internships are assessed by ministry journals and a pastor's written evaluation, to be submitted by e-mail at the end of each term to the mentoring coordinator. The pastor will receive a list of core competencies which the student is expected to master as well as the appropriate evaluation forms. Students with previous ministry experience may request exemption for part or all of an internship by applying to the Dean in writing.</p> <p>Internships include both affective and applicational objectives. Working with the mentor, the student is expected to gain competence in essential</p>

Seminars

ministry skill sets as well as being involved in Christian spiritual formation.

Seminars are short-residency course which are assessed by a five-page seminar summary paper and either attendance at workshops or hands-on evaluations.

Course Requirements

23 semester hours, distributed as follows.

BIB 501: Old Testament Survey
BIB 502: New Testament Survey
THE 501: Introduction to Anglican Theology
THE 502: Anglican Polity
MIN 501: Ministry of the Deacon
INT 501: Diaconal Internship
SEM 501: AMiA Mission Seminar

Program Completion Time

While the CDS is designed to be accomplished within one year, students have up to three years to complete the program. Students are expected to be enrolled in at least three courses per school year. Students who have not completed a course in one school year may, at the discretion of the Dean, be dropped from their program.

Admission Requirements**Age**

At least 21 years of age and posses a bachelor's degree from an accredited college, OR

At least 35 years of age and be a high school/GED graduate.

Application

The following must be sent to the Admission Office:

- A completed application with the application fee
- Official transcripts for all previously attended schools
- A letter of recommendation of the applicant's pastor/rector—this letter must include an explanation as to why this program is appropriate for the applicant.
- To enroll in one or more courses, submit a course enrollment form with the tuition for each course

Financial Information

Tuition and Fees	For tuition and fees, see the current financial information page on the school's website
Reimbursements	Students who withdraw within 7 days of the submitting their enrollment form will receive a complete reimbursement of all of their tuition payment. Students who withdraw between 8 and 14 days of submitting their enrollment form will receive a 50% reimbursement. Students withdrawing after 14 days will receive no reimbursement.
Other Financial Policies	<ul style="list-style-type: none">• All payments should be made by check or money order made payable to the Anglican School of Ministry-Little Rock• Students are responsible for room and board expenses at all residency courses• Students must obtain their own textbooks

School Calendar

Fall Term	1-November 30, all work to be submitted by December 30
Spring Term	January 15-April 15, all work to be submitted by May 15
Summer Term	May 15-August 15, all work to be submitted by September 15

Contact Information

Registrar & Admissions	Anglican School of Ministry-Little Rock Office of Registrar & Admissions Attn: Sharan Gunn 4 Sur Lane Hot Springs Village, AR 71909 (501) 915-9622 asmlr.registrar@gmail.com
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**Mentoring
Coordinator**

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Office of Mentoring Coordination
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Dean

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