




Academic Information





Learning is a journey

Academic information gives you some of the supports and tools to make that journey

Learn

- Graduates are equipped for critical study , especially of Christian texts and traditions.

Articulate

- Graduates articulate theological insight and reflection

Communicate

- Graduates communicate informed views through structured argument

Engage

- Graduates engage with diverse views, contexts and traditions

Serve

- Graduates are prepared for the service of others

University of Divinity Graduate Attributes



Attendance

Required

- Even online
- Any student missing two classes or not logging in to ARK will be reported to the Dean to follow up

Advise lecturer

- If you are unwell or unable to participate

Study Skills

CTC Student Essentials
– Academic Writing
Skills course on ARK



Academic Integrity

At CTC and throughout the University of Divinity we take Academic Integrity seriously.

Learning is about doing your own work... and acknowledging any other's work that you source



All Students are required to verify that the work is their own, has not been submitted otherwise for credit, and makes due acknowledgment of the work of others, by completion of the declaration:

- *I declare that the material submitted for assessment is the result of my own work (or for group assessment, the work of the group of which I am a member). All sources on which it is based and any assistance received in completing the assignment have been acknowledged. Material has not been copied or purchased or written by someone other than me. (Academic Integrity Policy 4.2a)*



Definition of Plagiarism

- Plagiarism is the use by one person of another person's work as though it is the first person's own work without appropriate attribution. This includes (but is not limited to) the following circumstances:
 - a) submits work for assessment written wholly or in part by another person whether for payment or not
 - b) uses or paraphrases work from any source other than the person's own work, including a book, journal, newspaper article, set of lecture notes, current or past student's work or any other person's work

Recycling

- Recycling is the submission of academic work which has previously been presented for assessment (in whole or in substantial part) by the person being assessed in the same or another unit of study in order to gain unfair advantage. An unfair advantage does not exist when, for example, an assessment task requires the revision, re-drafting or development of work previously submitted for assessment.



Style Guide

In order to avoid plagiarism you will need to follow the University Style Guide for footnoting and acknowledging sources.

The University Style Guide is available on the Library Hub.

Study Skills sessions are available for learning referencing and paraphrasing.

When something serious interrupts you being able to complete your assignments...



Lecturer's Extension

- Up to 2 weeks

Dean's Extension

- Up to 4 Weeks



Forms available on ARK

- see CTC Student Essentials on ARK



And there is more...



Special Grading Consideration



When your work has been impacted by unforeseen circumstances

- Includes additional time
- changed circumstances for assessment
- change of type of assessment,
- Extensions beyond what is normally permitted



A photograph of four students sitting around a table in a library, engaged in a study session. A young man in a grey t-shirt is smiling and looking towards a young woman with glasses who is looking at a laptop. Another woman is looking at a book, and a fourth student is partially visible in the foreground. The background is filled with bookshelves. The image has a semi-transparent blue overlay on the left side where the text is placed.

Student Support Plan

If there is anything that impacts your ability to learn, such as a disability, mental illness, physical incapacity or learning ability, please talk to the Academic Dean or Postgraduate Coordinator



<https://ctc.edu.au>

Student Information on CTC Website
and CTC Student Essentials on ARK





Enjoy your journey of learning with all of us at CTC