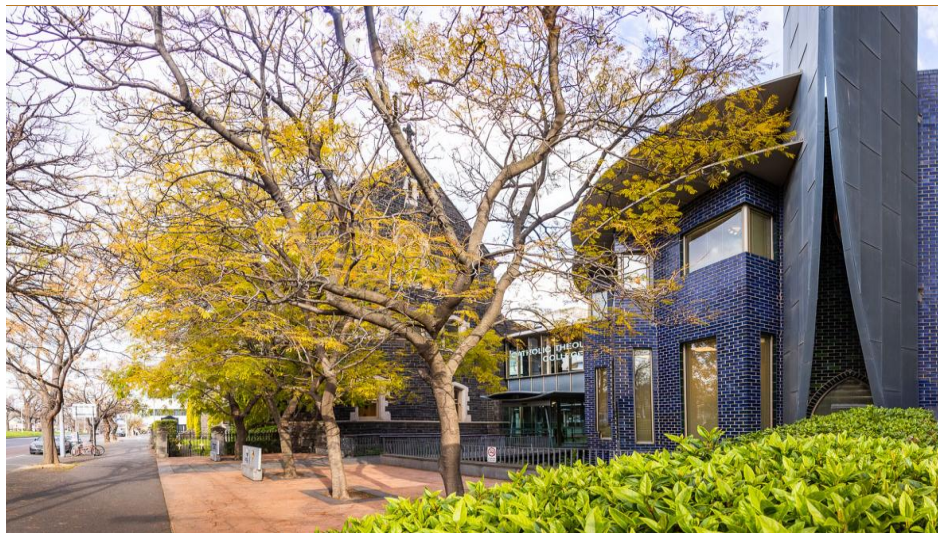




From the Registrar Newsletter



CATHOLIC
THEOLOGICAL
COLLEGE



SEMESTER 2 2026

A very warm welcome to Semester 2, particularly to our new students! This edition of the Newsletter brings you important information. For our new students, the information will help you navigate your way through your first semester at CTC.

CENSUS DATES

The census date is the final day on which students can withdraw from a unit without financial penalty. Contact a Course Advisor if you intend to withdraw.

The main date is on Tuesday 18 August.

For intensive units, please refer to the [timetable](#).

LIBRARY HOURS

Mannix Library hours: Mon, Tues, Thurs, Fri: 9am – 5pm; Wed 9am - 7pm. For more information, visit mannix.org.au.

Online resources are also available and you can access them through the [Library Hub](#).

ARK (Learning Management System)

Username and Password

The login credentials for ARK are Single Sign On (SSO Account). For instructions on changing or resetting your account, visit the [Login and Password Guide](#).

Finding your units

Locating your units on ARK. Refer to [this guide](#).

Type of units

Meta unit and child unit? Learn more [here](#).

CTC Student Essentials on ARK

The **CTC Student Essentials** module on ARK contains the following sections: Orientation Resources, Academic Policies and Procedures, Assessment Information, Practice Portals and Turnitin Submission, and Academic Skills.

You should download the **lecturer's and dean's extension forms** from the CTC Student Essentials on ARK in the Assessment Information section.

Academic Writing Skills

Drop-in sessions or consultations will be available once you receive feedback on your first assessment. If you would like help with improving your academic writing or referencing skills, email registrar@ctc.edu.au.

Academic Writing resources are also available in the **CTC Student Essentials** on ARK. Start ahead and visit the section on how to navigate your assessments and how to reference correctly to avoid breaching academic integrity.

Style Guide for Referencing

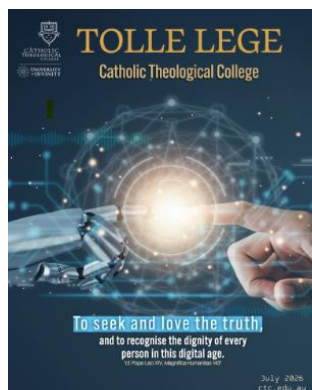
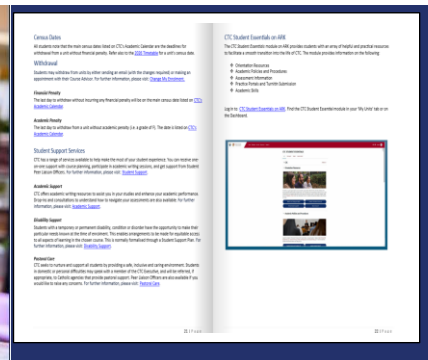
Access the latest version of the **Chicago Manual of Style** (18th ed. 2024) to guide you in your referencing. Follow these links: [Style Guide](#) and [The Chicago Manual of Style Online](#).

If you require assistance with finding resources and understanding the style guide, email mannixlibrary@ctc.edu.au.

The Mannix Library team will be able to help you.

Student Handbook

The Student Handbook covers all information pertinent to your studies at CTC. Information on University Policies, grading system and grade descriptors, ARK and Paradigm, accessing your results, and lecturer's and dean's extensions can be found in the handbook. Learn more [here](#).



TOLLE LEGE

The July edition of Tolle Lege is now available on our College's website. This is the official newsletter of the College chronicling its life – from community events and news to stories about students, staff, and affiliated seminaries.

Reminisce on the good times, and dream of the great things that lie ahead. Read and enjoy this latest edition. Visit this page: [Tolle Lege](#).

Overseas Students

If you have any change to your visa status or obtain a new passport, you must notify the Academic Records Office (ARO) as soon as possible.

For seminarians, please liaise with your Dean of Studies. Take note also of your visa expiry date to ensure a timely renewal of your visa.

Upcoming Events

- 7 August: CTC Seminar by Very Rev. Dr Cameron Forbes (more details on the CTC website)
- 21 September – 2 October: Non-teaching period
- 25 September: Grand Final Eve (CTC closed)

For more Events, visit

ctc.edu.au/catholic-theological-college/key-dates/

Orientation Resources

New students are encouraged to visit and go through the orientation resources in the CTC Student Essentials module on ARK. The resources highlight student support services, the Code of Conduct, Safeguarding policies, and Academic Integrity procedures.

HDR NEWS

Applications open

21 August: HDR Meeting (*face-to-face or online*)

14 September: Research Information Night

Enquiries:

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Associate Dean (Research)

Discuss your study with a Course Advisor

Undergraduate (UG)

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Audit and Single Unit

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Any questions on student-related matters? Contact us on registrar@ctc.edu.au or aro@ctc.edu.au

Any questions on ARK related matters contact ArkSupport@ctc.edu.au