

2020 STUDENT MANUAL



10741NAT - Certificate III in Christian Ministry and Theology

This qualification is provided through Evolation Learning Pty Ltd - RTO #45219

PLEASE NOTE: This Veta Student Manual must be read in conjunction with the Student Handbook provided by Evolation Learning Pty Ltd.

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Veta Morphus

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1 WELCOME

This Manual provides an overview of the Veta Morphus course.

This course provides young people with the opportunity to grow in the Christian life, develop skills for employment, and gain academic credit at the same time.

Veta Morphus enables you to complete the 10741NAT - Certificate III in Christian Ministry and Theology, offered through Evolation Learning Pty Ltd RTO #45219, which may contribute to your Secondary School senior certificate. Veta Morphus is a structured course that promotes the Christian growth of Senior Secondary Students (years 11-12) and which develops in students the critical capacities required for work in ministry settings. This opens the doorway to a variety of employment opportunities.

But Veta is not merely about learning a bunch of facts, or passing a course. Veta is an action and reflection experience, where the truths of the Bible are lived in everyday experience and then formed into your character through deep reflection and Godly relationships. It is a powerful and life-changing opportunity.

You will be placed into situations where your heart, your mind and your imagination can be captured by Christ and then, once captured, transformed by the experience of the radical life you are challenged to live, which is what lies at the heart of the Christian vocation.

"Do not conform to the pattern of this world, but be transformed by the renewing of your mind."
Romans 12:2a

Remember:

Veta Morphus may be delivered in a local school or church.

Veta Morphus enables students to grow in their Christian life and gain academic credit at the same time.

Veta Morphus delivers a nationally accredited 10741NAT - Certificate III in Christian Ministry and Theology offered through Evolation Learning Pty Ltd RTO #45219.

Veta Youth operates across Australia in Secondary Schools and Churches with the help of Youth Workers, Pastors, Chaplains and Teachers. In 2020, Veta Morphus will be offered in New South Wales, Queensland, South Australia, Tasmania, Victoria and Western Australia.

I am honoured to welcome you onto this exciting adventure. I pray that you will be enriched and encouraged in your faith and life, and that by getting involved, '... the God of our Lord Jesus Christ ... will give you the Spirit of wisdom and revelation, so that you may know him better' (Ephesians 1:17).

Rohan Waters
Executive Director
Veta Youth Ltd

2 YEARLY PLAN 2020

The Yearly Plan and Dates to Remember over the next pages will assist you to keep up to date with requirements of your course.

You may find it helpful to keep a copy of these in an easy to access place.

2.1 New South Wales Yearly Plan

TERM	WEEK	WEEK COMMENCING	LEARNING EXERCISE	WORKBOOK RECORD	WHAT'S ON!
1	1	3-Feb-20	Canvas Induction		Set up and familiarise with Canvas
1	2	10-Feb-20	Exercise 1: Induction Week 1	A	Identify Ministry Placements, complete Ministry Supervisor and Mentor documents
1	3	17-Feb-20	Exercise 2: Induction Week 2	1	Initial Mentor Meeting
1	4	24-Feb-20	Exercise 3: Exegesis	1	
1	5	2-Mar-20	Exercise 4: Planning a Ministry Placement	A	
1	6	9-Mar-20	Seminar 1 Development week: Biblical Issue	1	Retreat 1 (13 - 15 March) Major Ministry Placement should have started
1	7	16-Mar-20	Exercise 5: Conflict	1	Mentor II Retreat 1 Reflections
1	8	23-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Review Journal Process and ensure up to date so far
1	9	30-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Mentor III Hours Tracker
1	10	6-Apr-20	Exercise 6: Forgiveness	1	Submit completed Workbook 1
HOLIDAYS	11	13-Apr-20	HOLIDAYS		
HOLIDAYS	12	20-Apr-20	HOLIDAYS		
2	13	27-Apr-20	Exercise 7: Jesus and Culture	2	Mentor IV
2	14	4-May-20	Exercise 8: Denominations	2	
2	15	11-May-20	Seminar 2 Development week: Cultural Issue	2	Mentor V
2	16	18-May-20	Spiritual Practice 2: Silence and Solitude	A	Review Journal Process and ensure up to date so far
2	17	25-May-20	Seminar 2 Develop/Delivery week: Cultural Issue	A	Mentor VI
2	18	1-Jun-20	Seminar 2 Delivery Week: Cultural Issue	A	Retreat 2 (5 - 7 June) TBC
2	19	8-Jun-20	Exercise 9: Mission of God	2	Retreat 2 Reflections
2	20	15-Jun-20	Exercise 10: Contemporary Issue	2	Mentor VII
2	21	22-Jun-20	Make up Week		Hours Tracker
2	22	29-Jun-20	Make up Week		Submit completed Workbook 2
HOLIDAYS	23	6-Jul-20	HOLIDAYS		
HOLIDAYS	24	13-Jul-20	HOLIDAYS		
3	25	20-Jul-20	Exercise 11: Responsible Thinking	3	Mentor VIII
3	26	27-Jul-20	Seminar 3 Development: Personal Issue	3	Major Ministry Mid Year Review
3	27	3-Aug-20	Spiritual Practice 3: Peer Group Choice	A	
3	28	10-Aug-20	Seminar 3 Develop/Delivery: Personal Issue	A	Mentor IX
3	29	17-Aug-20	Seminar 3 Delivery: Personal Issue	A	
3	30	24-Aug-20	Exercise 12: Kingdom of God	3	Retreat 3 (28 - 30 Aug) Retreat 3 Reflections
3	31	31-Aug-20	Exercise 13: Sexuality	3	Review Journals and ensure up to date so far
3	32	7-Sep-20	Exercise 14: Life Direction	3	Christian Community Reflections
3	33	14-Sep-20	Exercise 15: Evaluating Ministry Placement	A	Mentor X Hours Tracker
3	34	21-Sep-20	Spiritual Practice 4: Celebratory Meal		
HOLIDAYS	35	28-Sep-20	HOLIDAYS		
HOLIDAYS	36	5-Oct-20	HOLIDAYS		Yr 11 and 12 submit completed Workbook 3 and Workbook A
4	37	12-Oct-20	Exercise 16: Evaluating Course	A	
4	38	19-Oct-20	Make up Week and Resubmits		Year 11 by Monday 19 th Oct
4	39	26-Oct-20	Make up Week and Resubmits		Year 12 only
4	40	2-Nov-20			
6-Nov-20		COURSE COMPLETE			

2.2 Queensland Yearly Plan

TERM	WEEK	WEEK COMMENCING	LEARNING EXERCISE	WORKBOOK RECORD	WHAT'S ON!
1	1	27-Jan-20	Canvas Induction		Set up and familiarise with Canvas
1	2	3-Feb-20	Exercise 1: Induction Week 1	A	Identify Ministry Placements, complete Ministry Supervisor and Mentor documents
1	3	10-Feb-20	Exercise 2: Induction Week 2	1	Initial Mentor Meeting
1	4	17-Feb-20	Exercise 3: Exegesis	1	
1	5	24-Feb-20	Exercise 4: Planning a Ministry Placement	A	Mentor II
1	6	2-Mar-20	Seminar 1 Development week: Biblical Issue	1	Major Ministry Placement should have started
1	7	9-Mar-20	Exercise 5: Conflict	1	
1	8	16-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Review Journal Process and ensure up to date so far
1	9	23-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Retreat 1 (20 - 22 Mar) (TBC)* Mentor III Hours Tracker
1	10	30-Mar-20	Exercise 6: Forgiveness	1	Retreat 1 Reflections Submit completed Workbook 1
HOLIDAYS	11	6-Apr-20	HOLIDAYS		
HOLIDAYS	12	13-Apr-20	HOLIDAYS		
2	13	20-Apr-20	Exercise 7: Jesus and Culture	2	Mentor IV
2	14	27-Apr-20	Exercise 8: Denominations	2	
2	15	4-May-20	Seminar 2 Development week: Cultural Issue	2	Mentor V
2	16	11-May-20	Spiritual Practice 2: Silence and Solitude	A	Review Journals and ensure up to date so far
2	17	18-May-20	Seminar 2 Develop/Delivery week: Cultural Issue	A	Mentor VI
2	18	25-May-20	Seminar 2 Delivery Week: Cultural Issue	A	
2	19	1-Jun-20	Exercise 9: Mission of God	2	
2	20	8-Jun-20	Exercise 10: Contemporary Issue	2	Retreat 2 (5 - 7 Jun) (TBC)* Mentor VII
2	21	15-Jun-20	Make up Week		Retreat 2 Reflections Hours Tracker
2	22	22-Jun-20	Make up Week		
HOLIDAYS	23	29-Jun-20	HOLIDAYS		
HOLIDAYS	24	6-Jul-20	HOLIDAYS		
3	25	13-Jul-20	Exercise 11: Responsible Thinking	3	Submit completed Workbook 2 Mentor VIII
3	26	20-Jul-20	Seminar 3 Development: Personal Issue	3	
3	27	27-Jul-20	Spiritual Practice 3: Peer Group Choice	A	
3	28	3-Aug-20	Seminar 3 Develop/Delivery: Personal Issue	A	Mentor IX
3	29	10-Aug-20	Seminar 3 Delivery: Personal Issue	A	Retreat 3 (14 - 16 Aug) (TBC)*
3	30	17-Aug-20	Exercise 12: Kingdom of God	3	Retreat 3 Reflections
3	31	24-Aug-20	Exercise 13: Sexuality	3	Review Journals and ensure up to date so far
3	32	31-Aug-20	Exercise 14: Life Direction	3	Christian Community Reflections
3	33	7-Sep-20	Exercise 15: Evaluating Ministry Placement	A	Mentor X Hours Tracker
3	34	14-Sep-20	Spiritual Practice 4: Celebratory Meal	A	
HOLIDAYS	35	21-Sep-20	HOLIDAYS		
HOLIDAYS	36	28-Sep-20	HOLIDAYS		
4	37	5-Oct-20	Exercise 16: Evaluating Course	A	Submit completed Workbook 3 and Workbook A
4	38	12-Oct-20	Make up Week and Resubmits		
4	39	19-Oct-20	Make up Week and Resubmits		
26-Oct-20		COURSE COMPLETE			

2.3 South Australian Yearly Plan

TERM	WEEK	WEEK COMMENCING	LEARNING EXERCISE	WORKBOOK RECORD	WHAT'S ON!
1	1	27-Jan-20			Identify Ministry Placements, find Ministry Supervisors and Mentor
1	2	3-Feb-20	Exercise 1: Induction Week 1	1	
1	3	10-Feb-20	Exercise 2: Induction Week 2	A	Initial Mentor Meeting
1	4	17-Feb-20	Exercise 3: Exegesis	1	Retreat 1 (21 - 23 Feb) Tribe A
1	5	24-Feb-20	Exercise 4: Planning a Ministry Placement	A	Retreat 1 (28 Feb - 1 Mar) Tribe B
1	6	2-Mar-20	Seminar 1 Development week: Biblical Issue	1	Retreat 1 Reflections Major Ministry Placement should have started.
1	7	9-Mar-20	Exercise 5: Conflict	1	Mentor II
1	8	16-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Review Journal Process and ensure up to date so far
1	9	23-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Mentor III Hours Tracker
1	10	30-Mar-20	Exercise 6: Forgiveness	1	
1	11	6-Apr-20	Make up Week		
HOLIDAYS	12	13-Apr-20	HOLIDAYS		
HOLIDAYS	13	20-Apr-20	HOLIDAYS		
2	14	27-Apr-20	Exercise 7: Jesus and Culture	2	Complete and submit all remaining Workbook 1 Mentor IV
2	15	4-May-20	Exercise 8: Denominations	2	
2	16	11-May-20	Seminar 2 Development week: Cultural Issue	2	Retreat 2 (15 - 17 May) Tribe A Mentor V
2	17	18-May-20	Spiritual Practice 2: Silence and Solitude	A	Review Journal Process and ensure up to date so far
2	18	25-May-20	Seminar 2 Develop/Delivery week: Cultural Issue	A	Retreat 2 (22 - 24 May) Tribe B
2	19	1-Jun-20	Seminar 2 Delivery Week: Cultural Issue	A	Retreat 2 Reflections Mentor VI
2	20	8-Jun-20	Exercise 9: Mission of God	2	
2	21	15-Jun-20	Exercise 10: Contemporary Issue	2	
2	22	22-Jun-20	Make up Week		Mentor VII
2	23	29-Jun-20	Make up Week		Hours Tracker
HOLIDAYS	24	6-Jul-20	HOLIDAYS		
HOLIDAYS	25	13-Jul-20	HOLIDAYS		
3	26	20-Jul-20	Exercise 11: Responsible Thinking	3	Complete and submit all remaining Workbook 2 Mentor VIII
3	27	27-Jul-20	Seminar 3 Development: Personal Issue	3	Major Ministry Mid Year Review
3	28	3-Aug-20	Spiritual Practice 3: Peer Group Choice	A	
3	29	10-Aug-20	Seminar 3 Develop/Delivery: Personal Issue	A	
3	30	17-Aug-20	Seminar 3 Delivery: Personal Issue	A	Mentor IX
3	31	24-Aug-20	Exercise 12: Kingdom of God	3	
3	32	31-Aug-20	Exercise 13: Sexuality	3	Review Journals and ensure up to date so far
3	33	7-Sep-20	Exercise 14: Life Direction	3	Christian Community Reflections
3	34	14-Sep-20	Exercise 15: Evaluating Ministry Placement	A	Retreat 3 (18 - 19 Sept) TBC Both Tribe A & B
3	35	21-Sep-20	Make up Week		Retreat Reflections Hours Tracker Mentor X
HOLIDAYS	36	28-Sep-20	HOLIDAYS		
HOLIDAYS	37	5-Oct-20	HOLIDAYS		
4	38	12-Oct-20	Spiritual Practice 4: Celebratory Meal	A	
4	39	19-Oct-20	Exercise 16: Evaluating Course	A	Complete and Submit all remaining Workbooks 3 and A
23-Oct-19		COURSE COMPLETE			

2.4 Tasmanian Yearly Plan

TERM	WEEK	WEEK COMMENCING	LEARNING EXERCISE	WORKBOOK RECORD	WHAT'S ON!
1	1	3-Feb-20		1	Identify Ministry Placements, complete Ministry Supervisor and Mentor documents
1	2	10-Feb-20	Exercise 1: Induction Week 1	A	Mentoring Start Up forms submission due
1	3	17-Feb-20	Exercise 2: Induction Week 2	1	Initial Mentor Meeting
1	4	24-Feb-20	Exercise 3: Exegesis	A	Major Ministry Placement Start Up forms submission due
1	5	2-Mar-20	Exercise 4: Planning a Ministry Placement	1	Retreat 1 (6 – 8 Mar)
1	6	9-Mar-20	Seminar 1 Development week: Biblical Issue	1	Mentor II Retreat 1 Reflections
1	7	16-Mar-20	Exercise 5: Conflict	A	
1	8	23-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Review Journal Process and ensure up to date so far
1	9	30-Mar-20	Seminar 1 Delivery week: Biblical Issue	1	Mentor III Hours Tracker
1	10	6-Apr-20	Exercise 6: Forgiveness		Complete and submit all remaining Workbook 1
HOLIDAYS	11	13-Apr-20	HOLIDAYS		
HOLIDAYS	12	20-Apr-20	HOLIDAYS		
2	13	27-Apr-20	Exercise 7: Jesus and Culture	2	Mentor IV
2	14	4-May-20	Exercise 8: Denominations	2	
2	15	11-May-20	Seminar 2 Development week: Cultural Issue	2	Mentor V
2	16	18-May-20	Spiritual Practice 2: Silence and Solitude	A	Retreat 2 (22 – 24 May)
2	17	25-May-20	Seminar 2 Develop/Delivery week: Cultural Issue	A	Retreat 2 Reflections Mentor VI
2	18	1-Jun-20	Seminar 2 Delivery Week: Cultural Issue	A	Review Journal Process and ensure up to date so far
2	19	8-Jun-20	Exercise 9: Mission of God	2	
2	20	15-Jun-20	Exercise 10: Contemporary Issue	2	Mentor VII
2	21	22-Jun-20	Make up Week		Hours Tracker
2	22	29-Jun-20	Make up Week		Major Ministry Mid-Year Review Complete and submit all remaining Workbook 2
HOLIDAYS	23	6-Jul-20	HOLIDAYS		
HOLIDAYS	24	13-Jul-20	HOLIDAYS		
3	25	20-Jul-20	Exercise 11: Responsible Thinking	3	Mentor VIII
3	26	27-Jul-20	Seminar 3 Development: Personal Issue	3	
3	27	3-Aug-20	Spiritual Practice 3: Peer Group Choice	A	
3	28	10-Aug-20	Seminar 3 Develop/Delivery: Personal Issue	A	Mentor IX
3	29	17-Aug-20	Seminar 3 Delivery: Personal Issue	A	Retreat 3 (21 – 23 Aug)
2	30	24-Aug-20	Exercise 12: Kingdom of God	3	Retreat 3 Reflections
2	31	31-Aug-20	Exercise 13: Sexuality	3	Review Journals and ensure up to date so far
3	32	7-Sep-20	Exercise 14: Life Direction	3	Christian Community Reflections
3	33	14-Sep-20	Exercise 15: Evaluating Ministry Placement	A	Mentor X Hours Tracker
3	34	21-Sep-20	Make up week		
HOLIDAYS	35	28-Sep-20	HOLIDAYS		
HOLIDAYS	36	5-Oct-20	HOLIDAYS		
4	37	12-Oct-20	Spiritual Practice 4: Celebratory Meal	A	
4	38	19-Oct-20	Exercise 16: Evaluating Course	A	Complete and Submit all remaining Workbook 3 and Workbook A
23-Oct-20			COURSE COMPLETE		

2.5 Victorian Yearly Plan

TERM	WEEK	WEEK COMMENCING	LEARNING EXERCISE	WORKBOOK RECORD	WHAT'S ON!
1	1	27-Jan-20	Canvas Induction		Identify Ministry Placements, complete Ministry Supervisor and Mentor documents
1	2	3-Feb-20	Exercise 1: Induction Week 1	A	Mentoring Start Up forms submission due
1	3	10-Feb-20	Exercise 2: Induction Week 2	1	
1	4	17-Feb-20	Exercise 3: Exegesis	1	Initial Mentor Meeting
1	5	24-Feb-20	Exercise 4: Planning a Ministry Placement	A	Major Ministry Placement should have started
1	6	2-Mar-20	Seminar 1 Development week: Biblical Issue	1	RETREAT 1 (28 Feb - 1 Mar)
1	7	9-Mar-20	Exercise 5: Conflict	1	Retreat 1 Reflections Mentor II
1	8	16-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Review Journal Process and ensure up to date so far
1	9	23-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Mentor III Hours Tracker
HOLIDAYS	10	30-Mar-20	HOLIDAYS		
HOLIDAYS	11	6-Apr-20	HOLIDAYS		
2	12	13-Apr-20	Exercise 6: Forgiveness	1	
2	13	20-Apr-20	Exercise 7: Jesus and Culture	2	Submit completed Workbook 1
2	14	27-Apr-20	Exercise 8: Denominations	2	
2	15	4-May-20	Seminar 2 Development week: Cultural Issue	2	Complete and submit all remaining Workbook 1
2	16	11-May-20	Spiritual Practice 2: Silence and Solitude	2	RETREAT 2 (1 - 3 May) Retreat 2 Reflections Mentor IV
2	17	18-May-20	Seminar 2 Develop/Delivery week: Cultural Issue	A	Review Journal Process and ensure up to date so far
2	18	25-May-20	Seminar 2 Delivery Week: Cultural Issue	A	Mentor V
2	19	1-Jun-20	Exercise 9: Mission of God	A	
2	20	8-Jun-20	Exercise 10: Contemporary Issue	2	
2	21	15-Jun-20		2	Mentor VI
2	22	22-Jun-20	Make up Week		Hours Tracker
HOLIDAYS	23	29-Jun-20	HOLIDAYS		
HOLIDAYS	24	6-Jul-20	HOLIDAYS		
3	25	13-Jul-20	Exercise 11: Responsible Thinking	3	Complete and submit all remaining Workbook 2 Mentor VII
3	26	20-Jul-20	Seminar 3 Development: Personal Issue	3	Major Ministry Mid Year Review
3	27	27-Jul-20	Spiritual Practice 3: Peer Group Choice	A	
3	28	3-Aug-20	Seminar 3 Develop/Delivery: Personal Issue	A	Mentor VIII
3	29	10-Aug-20	Seminar 3 Delivery: Personal Issue	A	RETREAT 3 (7 - 9 August)
3	30	17-Aug-20	Exercise 12: Kingdom of God	3	Retreat 3 Reflections
3	31	24-Aug-20	Exercise 13: Sexuality	3	Mentor IX
3	32	31-Aug-20	Exercise 14: Life Direction	3	Review Journals and ensure up to date so far
3	33	7-Sep-20	Exercise 15: Evaluating Ministry Placement	A	Christian Community Reflections
3	34	14-Sep-20	Make up Week		Hours Tracker Mentor X
HOLIDAYS	35	21-Sep-20	HOLIDAYS		
HOLIDAYS	36	28-Sep-20	HOLIDAYS		
4	37	5-Oct-20	Spiritual Practice 4: Celebratory Meal	A	
4	38	by 12-Oct-20	Exercise 16: Evaluating Course	A	Complete and Submit all remaining Workbooks 3 and A
16-Oct-20		COURSE COMPLETE			

2.6 Western Australian Yearly Plan

TERM	WEEK	WEEK COMMENCING	LEARNING EXERCISE	WORKBOOK RECORD	WHAT'S ON!
1	1	3-Feb-20	Exercise 1: Induction Week 1	1	Identify Ministry Placements, find Ministry Supervisors and Mentor
1	2	10-Feb-20	Exercise 2: Induction Week 2	A	Initial Mentor Meeting
1	3	17-Feb-20	Exercise 3: Exegesis	1	
1	4	24-Feb-20	Exercise 4: Planning a Ministry Placement	A	Mentor II
1	5	2-Mar-20	Seminar 1 Development week: Biblical Issue	1	Retreat 1 (6 - 8 Mar) TBC
1	6	9-Mar-20	Exercise 5: Conflict	1	Retreat 1 Reflections
1	7	16-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Major Ministry Placement should have started. Review Journal Process and ensure up to date so far
1	8	23-Mar-20	Seminar 1 Delivery week: Biblical Issue	A	Mentor III
1	9	30-Mar-20	Exercise 6: Forgiveness	1	Hours Tracker
1	10	6-Apr-20	Make up Week		
HOLIDAYS	11	13-Apr-20	HOLIDAYS		
HOLIDAYS	12	20-Apr-20	HOLIDAYS		
2	13	27-Apr-20	Exercise 7: Jesus and Culture	2	Complete and submit all remaining Workbook 1. Mentor IV
2	14	4-May-20	Exercise 8: Denominations	2	
2	15	11-May-20	Seminar 2 Development week: Cultural Issue	2	
2	16	18-May-20	Spiritual Practice 2: Silence and Solitude	A	Retreat 2 (22 - 24 May) TBC
2	17	25-May-20	Seminar 2 Develop/Delivery week: Cultural Issue	A	Retreat 2 Reflections Review Journal Process and ensure up to date so far
2	18	1-Jun-20	Seminar 2 Delivery Week: Cultural Issue	A	Mentor VI
2	19	8-Jun-20	Exercise 9: Mission of God	2	
2	20	15-Jun-20	Exercise 10: Contemporary Issue	2	
2	21	22-Jun-20	Make up Week		Mentor VII
2	22	29-Jun-20	Make up Week		Hours Tracker
HOLIDAYS	23	6-Jul-20	HOLIDAYS		
HOLIDAYS	24	13-Jul-20	HOLIDAYS		
3	25	20-Jul-20	Exercise 11: Responsible Thinking	3	Complete and submit all remaining Workbook 2. Mentor VIII
3	26	27-Jul-20	Seminar 3 Development: Personal Issue	3	Major Ministry Mid Year Review
3	27	3-Aug-20	Spiritual Practice 3: Peer Group Choice	A	
3	28	10-Aug-20	Seminar 3 Develop/Delivery: Personal Issue	A	Retreat 3 (14 - 16 Aug) TBC
3	29	17-Aug-20	Seminar 3 Delivery: Personal Issue	A	Retreat 3 Reflections Mentor IX
3	30	24-Aug-20	Exercise 12: Kingdom of God	3	
3	31	31-Aug-20	Exercise 13: Sexuality	3	Review Journals and ensure up to date so far
3	32	7-Sep-20	Exercise 14: Life Direction	3	Christian Community Reflections
3	33	14-Sep-20	Exercise 15: Evaluating Ministry Placement	A	Hours Tracker
3	34	21-Sep-20	Make up Week		Mentor X
HOLIDAYS	35	28-Sep-20	HOLIDAYS		
HOLIDAYS	36	5-Oct-20	HOLIDAYS		
4	37	12-Oct-20	Spiritual Practice 4: Celebratory Meal	A	Complete and Submit all remaining Workbooks 3 and A
4	38	19-Oct-20	Exercise 16: Evaluating Course	A	
30-Oct-20		COURSE COMPLETE			

3 DATES TO REMEMBER

3.1 New South Wales Dates to Remember

Term	Date	Task
1	17 February	Should have started Mentoring
1	13 - 15 March	NSW Retreat 1
1	9 March	Major Ministry Placement should have started
1	10 April	Workbook 1 completed and submitted for assessment in Canvas.
2	24 April	Workbook 1 check assessments and complete resubmissions
2	5 - 7 June	NSW Retreat 2 (TBC)
2	3 July	Workbook 2 completed and submitted for assessment in Canvas
3	17 July	Workbook 2 check assessments and complete resubmissions.
3	28 - 30 August	NSW Retreat 3
4	9 October	Year 11 and 12 - Workbook 3 and Workbook A completed and submitted in Canvas. PGS to check student submissions.
4	16 October	Year 11 and 12 - Workbook 3 and Workbook A check assessments and complete resubmissions.

3.2 Queensland Dates to Remember

Term	Date	Task
1	10 February	Should have started Mentoring
1	2 March	Major Ministry Placement should have started
1	20 - 22 March	QLD Retreat 1 (TBC)
1	1 April	Workbook 1 completed and submitted for assessment in Canvas
2	17 April	Workbook 1 check assessments and complete resubmissions
2	5 - 7 June	QLD Retreat 2 (TBC)
2	13 July	Workbook 2 completed and submitted for assessment in Canvas
3	24 July	Workbook 2 check assessments and complete resubmissions
3	14 - 16 August	QLD Retreat 3 (TBC)
4	11 October (TBC) *	Year 11 and 12 - Workbook 3 and Workbook A completed and submitted in Canvas. PGS to check student submissions
4	18 October (TBC) *	Year 11 and 12- Workbook 3 and Workbook A check assessments and complete resubmissions
4	28 October (TBC) *	COURSE COMPLETE

All Retreats are subject to change due to availability of sites and enrolment numbers. We will do our best to stick to these chosen dates.

* Please note final submission date of student results are subject to change as dates not yet finalised by Queensland Education Department at time of 'Key dates' publication. Due for confirmation in mid-Term 1, 2020.

3.3 South Australian Dates to Remember

Term	Date	Task
1	10 February	Mentoring should have started
1	21 - 23 February	SA Retreat 1 Tribe A
1	28 February - 1 March	SA Retreat 1 Tribe B
1	2 March	Major Ministry Placement should have started
2	27 April	Workbook 1 completed and submitted for assessment. PGS to check student submissions.
2	8 May	Workbook 1 check assessments and complete resubmissions
2	15 - 17 May	SA Retreat 2 Tribe A
2	22 - 24 May	SA Retreat 2 Tribe B
3	20 July	Workbook 2 completed and submitted for assessment. PGS to check student submissions.
3	3 Aug	Workbook 2 check assessments and complete resubmissions.
3	18 - 19 September	SA Retreat 3 Tribe A and Tribe B together
4	19 October	Workbook 3 and Workbook A completed and submitted for assessment. PGS to check student submissions.
4	30 October	Workbook 3 and Workbook A check assessments and complete resubmissions.
4	12 December	SA Veta Youth Graduation

3.4 Tasmanian Dates to Remember

Term	Date	Task
1	10 February	Mentor forms completed & submitted
1	24 February	Major Ministry Placement Start up forms completed and submitted
1	6 - 8 March	TAS Retreat 1
1	10 April	Workbook 1 completed and submitted for assessment. PGS to check student submissions
1	17 April	Workbook 1 check assessments and complete any/all resubmissions
2	22 - 24 May	TAS Retreat 2
2	1 July	Mid-Year Major Ministry Review to be completed
2	3 July	Workbook 2 completed and submitted for assessment. PGS to check student submissions
2	16 July	Workbook 2 check assessments and complete any/all resubmissions. PGS to check student submissions
3	21 - 23 August	TAS Retreat 3
4	23 October	Workbook 3 and Workbook A completed and submitted for assessment. PGS to check student submissions
4	6 November	Workbook 3 and Workbook A check assessments and complete resubmissions PGS to check Student submissions
4	28 November	TAS Veta Youth Graduation

3.5 Victorian Dates to Remember

Term	Date	Task
1	17 February	Mentoring should have started
1	28 February - 1 March	VIC Retreat 1
1	4 March	Major Ministry Placement should have started
2	24 April	Workbook 1 completed and submitted for assessment. PGS to check student submissions
2	1 - 3 May	VIC Retreat 2
2	8 May	Workbook 1 check assessments and complete resubmissions
3	20 July	Mid-Year Major Ministry Review to be completed
3	24 July	Workbook 2 completed and submitted for assessment. PGS to check student submissions
3	7 August	Workbook 2 check assessments and complete resubmissions
3	7 - 9 August	VIC Retreat 3
4	16 October	Workbook 3 and Workbook A completed and submitted for assessment. PGS to check student submissions
4	23 October	Workbook 3 and Workbook A check assessments and complete resubmissions
4	21 November	VIC Veta Youth Graduation

3.6 Western Australian Dates to Remember

Term	Date	Task
1	10 February	Mentoring should have started
1	6 - 8 March	WA Retreat 1 (TBC)
1	9 March	Major Ministry Placement should have started
1	1 May	Workbook 1 completed and submitted for assessment. PGS to check student submissions
2	15 May	Workbook 1 check assessments and complete resubmissions
2	22 - 24 May	WA Retreat 2 (TBC)
3	22 July	Workbook 2 completed and submitted for assessment. PGS to check student submissions
3	3 August	Workbook 2 check assessments and complete resubmissions
3	14 - 16 August	WA Retreat 3 (TBC)
4	12 October	Workbook 3 and Workbook A completed and submitted for assessment. PGS to check student submissions
4	19 October	Workbook 3 and Workbook A check assessments and complete resubmissions
4	TBA	Veta Youth Graduation

4 BIBLE ENGAGEMENT PLAN

Below is the Veta Morphus Bible reading plan for 2020. The term weeks may vary from state to state and school to school. Please read the listed passages and complete 3 journal entries per week.

The fifth column titled "Completed" is for the student to tick or sign-off once they have completed 3 journal entries each week.

This Bible Engagement Plan will take you on a journey! This journey is from Genesis to Revelation, from the beginning to eternity of God's plan for the world. The plan will take you through 3 major themes: the covenant, the Messiah and the new heavens & new earth. We pray you come to love Jesus more and see God's wonderful plan unfold.

God bless you on this Bible reading journey.

** We encourage you to read the book of Mark in one sitting from beginning to end. Choose a time that will allow you to read all 16 chapters. If you listen to the audio Bible, it will take you 1 hour & 29 minutes. The below youtube video is for you use if you would like a dramatised version of the Gospel of Mark. (<https://www.youtube.com/watch?v=WThbVlxYf1c>)*

Week	Law & History	Wisdom & Prophets	New Testament	Completed
1	Genesis 1-3	Psalms 2	Matthew 1	
2	Genesis 9	Psalms 8	Matthew 4	
3	Genesis 15; 17; 18:1-15	Psalms 16	Matthew 5-7	
4	Genesis 22:1-19	Psalms 22	Matthew 8	
5	Genesis 25:19-26:6	Psalms 41	Matthew 13	
6	Genesis 28:10-22	Psalms 68	Matthew 18-20:16	
7	Exodus 6:1-11	Psalms 69	Matthew 21:28-22:14	
8	Exodus 11-14	Psalms 89	Matthew 25	
9	Exodus 16	Psalms 109	Matthew 26:17-30	
Make up weeks and holidays				
1	Exodus 19-20	Psalms 110	Mark 4:26-34; 10:13-31 *	
2	Exodus 24	Psalms 118	Luke 2; 24	
3	Exodus 33-34	Isaiah 6-7; 9:1-7	John 1:1-18; 3	
4	Numbers 20:1-13	Isaiah 11	John 4-5	
5	Numbers 32:1-13	Isaiah 40-42	John 6:25-71	
6	Deuteronomy 18:14-22	Isaiah 52-53	John 7:25-52; 12:37-50	
7	Deuteronomy 28-29	Isaiah 54-56:8	Acts 14-15	
8	Deuteronomy 32:48-52	Isaiah 65	Acts 17	
Make up weeks and holidays				
1	Joshua 1; 24	Jeremiah 31; 33	Acts 28	
2	Judges 2:6-3:6	Ezekiel 2-3:15	Romans 7-8	
3	1 Samuel 1; 3	Ezekiel 36	Romans 9; 11; 15	
4	1 Samuel 7:15-8:22	Hosea 1-2; 11	1 Corinthians 15	
5	1 Samuel 15-16:1-13	Hosea 6; 8	2 Corinthians 3	
6	2 Samuel 2:1-7; 5:1-5; 7:1-17	Joel 2	Galatians 3	
7	1 Kings 6:1; 8:1-21	Micah 4-5	Ephesians 3	
8	1 Kings 8:22-9:9	Jonah 1-4	Hebrews 8; 9	
9	1 Kings 12	Nahum 1	Hebrews 11; 12	
Make up weeks and holidays				
1	2 Kings 17:7-23	Zechariah 8; 9:9-13; 10	2 Peter 3	
2	2 Kings 24-25	Malachi 1-4	Revelation 11:15-19; 21-22	

5 VETA STATE COORDINATORS

5.1 New South Wales

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5.2 Queensland

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6 VOCATIONAL QUALIFICATION DETAILS

6.1 Vocational Qualification Details

Course Name: Certificate III in Christian Ministry and Theology
Course Code: 10741NAT

6.2 Registered Training Organisation Details

Provider Name: Evolation Learning Pty Ltd
Registered Training Organisation Number (RTO): 45219
Website: <https://evolution.com.au/>

The 10741NAT - Certificate III in Christian Ministry and Theology offered through Evolation Learning Pty Ltd RTO #45219. Evolation Learning Pty Ltd is registered by the Australian Skills Quality Authority to deliver Vocational Education and Training (VET) services and is listed on the National Register:

<https://training.gov.au/Organisation/Details/45219>

More information regarding Evolation Learning Pty Ltd is available on their website:

<https://evolution.com.au/>



This Veta Student Manual is to be read in conjunction with the following document provided by Evolation Learning Pty Ltd: [Evolution Learning Student Handbook](#)

6.3 10741NAT - Certificate III in Christian Ministry and Theology

offered through Evolation Learning Pty Ltd RTO #45219.

Packaging to gain qualification

Compulsory	6
Electives	2
Total number of units of competency (Minimum)	8
Total number of nominal hours	410

Compulsory Units

Code	Unit Name	Nominal Hours
CMTTHE301	Research Christian Scripture and Theology	60
CMTTHE302	Identify theological data	60
CMTTHE303	Present information on a theological theme or issue	60
CMTTHE304	Apply new theological insights	60
CMTMIN301	Apply theological knowledge to contemporary ethical issues	60
CMTMIN302	Communicate theology in everyday language	60

Elective Units

Code	Unit Name	Nominal Hours
CHCGRP001	Support Group Activities	30
BSBCRT101	Apply critical thinking techniques	20

For more information on the 10741NAT - Certificate III in Christian Ministry and Theology go to <http://training.gov.au/Training/Details/10741NAT>.

6.4 Enrolment Application and Process

The following are the steps by which the enrolment will take place:

1. The student is to read this Student Manual in conjunction with the [Evolution Learning Student Handbook](#)
2. If the student does not currently have a USI they must apply for a USI at <https://www.usi.gov.au/>. If they already have a USI they must ensure they have a copy of it ready to use in their enrolment application
3. The student, along with the parent, are to complete the enrolment application at www.veta.org.au/enrol
4. The student and parent will receive an email with a copy of the student's enrolment application along with a link to the Language, Literacy and Numeracy (LLN) Assessment for the student to complete. If the email does not appear in the inbox, please check the Spam/Junk folder
5. The student and parent are to read, and sign the application and declaration and return the form using the details provided on the enrolment form
6. Students may be required to complete an induction interview or process which may include series of tests to verify their level of Learning, Literacy and Numeracy
7. Students will be given access to Canvas, the Learning Management System used by Veta Youth, from 27th January 2020
8. From mid February to late March, invoices will be sent to schools or parents, depending on which Peer Group the student is a part of. Payment is due by 31st March 2020
9. Evolution Learning will verify that the USIs against the student's provided name and date of birth. If there are invalid details, the student will be contacted to urgently provide or correct their details.

If any part of this process is not completed, the student may not be able to receive credit towards their qualification, so each part of this process is of the utmost importance.

7 RECOGNISED PRIOR LEARNING (RPL)

If a student wishes to take part in the RPL process as laid out in the [Evolution Learning Student Handbook](#), the student is to contact Veta by email to admin@veta.org.au providing their

- a. Name
- b. Phone number
- c. Email address
- d. Best time to contact during working hours.

A Veta or Evolution Learning staff member will contact the student to discuss the requirements.

8 COURSE COMPONENTS

8.1 Veta Morphus Outline

Veta Morphus is a structured course that promotes the Christian growth of Senior Secondary Students (years 11-12). Veta Morphus is made up of eight Units of Competency with a total nominal hour value of 410 hours. The hours are allocated as per table below:

Course Component	Work Outline	Prescribed Hours	Self Paced	Nominal Hours
Christian Community	30 weeks x 1 hour + Reflections (Self-Paced Personal Application)	30	20	50
Retreats	3 Retreats x 25 hours + 3 X 2 hour Reflections	81		81
Ministry Placement	Major Ministry Placement Short Term Ministry Placement (Self-Paced Planning, researching and establishing the Ministry Placement)	40 16	23	79
Bible Engagement	30 weeks x 90 minutes (Self-Paced Research and Personal Application)	45	30	75
Mentoring	7 x Sessions + Reflections (Self-Paced Personal Application)	10	10	20
Peer Group	30 weeks x 90 minute sessions facilitated by Peer Group Supervisor (PGS) + Seminar Preparation (3 X 5 hours) (Self-Paced Peer Group Preparation and completion of Learning Exercises)	45 15	45	105
TOTAL		282	128	410

8.2 Retreats

"... encourage one another and build each other up ..."

1 Thessalonians 5:11

Definition

Successful completion of the course requires students to participate in three weekend Retreats or equivalent training approved by the State Coordinator, and competently complete any associated work. These are community experiences where students gather together for worship, input, group activities, discussion and workshops ... plus down time to spend with friends!

Purpose

- To share experience and mutual encouragement beyond your local setting
- To receive guidance re: course requirements/competencies
- To receive specialist training
- To build a sense of community and support.

Specific Tasks

- Participate in Retreats or approved alternative assessment
- Check off course requirements with PGS
- Complete reflection, after Retreat, in online Workbook.

Accountability

Your Veta Youth State Coordinator is required to maintain records of attendance and ensure that programmed activities are completed to a satisfactory standard.

Time Commitment

Three Retreats, consisting of 60 hours of active engagement, or similar total.

Please refer to "Dates to Remember" for Retreat dates. It is your responsibility to make these dates a priority for you to attend all Retreats, including rearrangement of work and other commitments.

If you miss Retreat you will be asked to complete alternate work to make up for your absence. You will be required to complete and submit the Absentee Form found later in this Manual and on the website to determine if there is sufficient reason¹ for missing all or part of the Retreat.

If sufficient reason is given, a maximum of three sessions, as defined below, may be missed without incurring a \$25.00 fee per session missed. This fee may be waived at the discretion of the State Coordinator.

If no sufficient reason is given, the charge of \$25.00 per session missed will apply.

The Retreat sessions are defined as:

1. Retreat mornings – two sessions
2. Retreat afternoons – two sessions
3. Retreat evenings – one session

Where sufficient reason is given, Peer Group Supervisors are obliged to assist a student in making up for a maximum of three Retreat sessions.

¹ Sufficient reason can include urgent family matters or medical conditions with a medical certificate. Your Peer Group Supervisor may use discretion regarding pressing personal issues or other engagements – but these cannot include such things as homework or study for exams, extra shifts at work, social engagements or sport practice.

8.3 Christian Community

"... you are the body of Christ ..." 1 Corinthians 12:27

Definition

Successful completion of the course requires students to participate in the life of a Christian Community. Christian Community is a group of people who gather together in the spirit of Christ to worship, to grow in experience and understanding of the way of Jesus, to care for one another, and to participate in mission for their community.

Purpose

- To receive ongoing support in Christian life
- To further ground your Veta experience and learning within the context of a local Christian community.

Specific Tasks

- Participate in community life
- Grow in knowledge and experience through the various elements of the regular corporate gathering of Christians
- Complete Christian Community Hour's Tracker and Christian Community Reflections. If you complete the required hours early in the year, you will still need to complete the Christian Community reflections in online Workbooks 1, 2 and 3.

Accountability

Your PGS is required to check your participation with Christian Community.

Time Commitment

You are required to complete a minimum of 30 hours over a minimum of 10 sessions throughout Terms 1, 2 and 3, plus Reflections.

8.4 Bible Engagement

"Fix these words of mine in your hearts and minds; ..." Deuteronomy 11:18a

Definition

Successful completion of the course requires students to read the allotted Bible readings throughout the program and journal on their experience. There are Old Testament readings, New Testament readings and Psalms included in your Bible engagement plan in order to give you a good overview of the Bible during the course of the year.

Purpose

- To develop an understanding of scripture
- To integrate personal story with the biblical story
- To gain skills in applying acquired knowledge.

Specific Tasks

- Engage the Bible readings and complete journaling
- Encouraged to engage in different styles of journaling, don't be restricted by the examples provided
- Be prepared to bring your Study Bible and journal entries to the Peer Group each week to discuss.

Accountability

Your PGS is required to sight your journals in Canvas to ensure you are continuing to complete them in a timely manner.

Time Commitment

45 hours total consisting of work completed outside of Peer Group:

- Bible Engagement: As per the Bible Reading plan in Section 3 of this Manual
- Journaling on your Bible reading: **84** entries (minimum)
 - 30 mins a day x three per week x 30 weeks = **45** hours
 - You will have five chapters or more of reading per week over the year. You may choose to read one chapter a day, or complete all five in one sitting. However, you must complete three separate journal entries over the course of the week on those readings. Your PGS is required to check you are completing your journaling.

8.5 Peer Group

"... encourage one another and build each other up ..." 1 Thessalonians 5:11a

Definition

A Peer Group is a small group (normally 4-8 people) who meet together as part of the Veta experience. The Peer Group is guided by a Peer Group Supervisor (PGS).

Successful completion of the course requires students to meet with a Peer Group and their PGS to engage in discussion around ministry, faith and biblical reflection.

(Students, in exceptional circumstances, may complete the course individually with a PGS. In these situations, approval must be granted by the State Coordinator for suggestions on how best to facilitate the program.)

A goal of the Veta program is that students apply and continue to research what they have discovered. To achieve this goal we have included, in the Learning Exercises, a component for you to work on outside of your Peer Group time.

Purposes

- To integrate ministry experience with biblical reflections and personal faith journey
- To build a peer relationship of challenge, encouragement and support
- To access resources through an experienced PGS
- To receive guidance/input re course requirements.

Specific Tasks

- Participate in 30 x 90 minute Peer Group sessions (or equivalent)
- Invest in peer relationships
- Complete:
 - 15 x Learning Exercises completed through Online Quizzes
 - 3 x Spiritual Practice Exercises (found in Online Workbook A)
 - 3 x Seminar Presentations (Biblical issue, Cultural issue and Personal issue).
- Check off course requirements with PGS
- Maintain student hours tracker on a weekly basis
- Complete the prior reading and research of the Learning Exercises before attending Peer Group. These are designed to assist you in understanding the Christian life and often include additional reading material. These are found in your online workbooks and monitored by your PGS
- 3 x Seminar Presentations - You have been allocated five hours per seminar to prepare for your presentation.

Accountability

- Your PGS is required to maintain records of attendance, check satisfactory completion of reading material and online activity exercises, participation in Christian community, mentoring sessions and ministry placement.

Time Commitment

- Peer Group Sessions: 30 sessions x 90 mins = **45** hours
- Activity Research and Preparation: **15** hours
- Three Seminar Presentations, Preparation, Research and Development: **15** hours.

Peer Group meetings general outline

Peer Group is the lynch-pin that holds the Veta experience together. These meetings are your primary time for discussion, reflection and integration of the material you are learning. They are also the place where you cover important course administration. It is important that you make the most of this opportunity to grow. Like anything, the more you put in the more you get out. The depth and content of the discussion, and how richly you are engaged in it depends entirely on each person coming prepared and willing to invest fully in the time available.

Each week will include a discussion on your Bible Engagement (it's important to keep up to date so that you are all on the same page!), a time for encouraging one another, and opportunity to discuss important administration issues.

Three Types of Activities:

- **Learning Exercises** - These are exercises or activities to help you in your own spiritual walk and to deepen your knowledge of God, your faith and how you live that out! They are also designed to help you in practical skills that you can put into place during your Ministry Placement. These exercises usually have a component to be completed either before or after each exercise. This component is to be discussed within your Peer Group after completion. Your answers to the Learning Exercises questions are to be recorded in Online Workbook Quizzes and Assignments to which you will be given access.
- **Seminar Presentation(s)** - Seminars help you engage life at a deeper level in areas that are of interest to you. The three Seminar Presentations focus on a **Biblical issue, Cultural issue and Personal issue**. By applying the skills required to deliver a seminar, you will not only discover new information for your life, but the skills needed to communicate your new found knowledge to others. You will be expected to prepare, research and develop your Seminar Presentations outside of Peer Group in your own time.
- **Spiritual Practice** - A spiritual discipline or exercise is practised or explored as a group. These are designed to help you grow in your relationship with God.

A Peer Group Session

You can expect to have the following components in your Peer Group:

- A discussion on life in general
- Discussion points from your Bible Engagement
- Clarification of any problem, point of interest or question/s you may have arising from your Bible Engagement
- Weekly focus which may be a Learning Exercise, Seminar or Spiritual Practice
- Pray about whatever has come up in the meeting
- Administration of the group and group activities
- Next meeting information.

8.6 Seminar Presentation

A process that integrates research with biblical and personal reflection.

Three Seminars to be completed

- Biblical issue
- Cultural issue
- Personal issue.

All students need to complete all aspects listed below for the seminar process and be assessed for the work they produce.

The PGS will establish a roster of when each student will present each of their seminar presentations, one in each Online Workbook 1, 2 & 3.

The process is divided over two or three weeks depending on the number of students in your Peer Group.

Development Week

Identify the topic

- Students identify a seminar topic for further exploration. Students are encouraged to choose a topic that is of interest to them (and possibly others too). The topic might relate to a question the student has always wondered about or it might be a topic that the student knows a little about but would like to explore even more deeply.
- Students are to look at the Seminar Review sheet in Workbook A to ensure that they know the criteria they will need to meet when presenting their seminars.

Brainstorm the topic

Peer group identifies 'six statements' about the seminar topic.

- Brainstorming: Student in the Peer Group brainstorms 1-3 statements that they would make about the seminar topic. Statements should be 'clear, succinct, important and can be controversial'
- Recording: Statements are written up so that everyone can see them
- Discussion: Statements are considered, combined, assessed, and expanded on and distilled
- Prioritising: Remaining ideas/statements are ranked in order of importance, i.e. what are the most significant statements that we have regarding this topic?

Research the topic

The presenting student keeps notes of the discussion, and **then researches the topic** outside of the Peer Group, also keeping notes on what they discover.

Discover what you can find out using all three of the following resources:

The Bible

- Your understanding of the context of any relevant passages in the Bible - Read the chapters before and after the passage and see if there are any emerging themes that might throw some light on why the author has written this or what the author may mean. Does the style this passage is written in (parable, poem, a question or answer, a historical narrative) give any clues to how we can understand it?
- Study Bible – the notes or additional references to other related Bible passages.

Other Resources

- Internet? What sites? What search questions?
- Commentaries on the Bible, Bible dictionaries, Concordance etc.
- Books related to the topic/articles in the library.

People

- People who have something to say on the topic – whether it is how they think it should be understood or how their discoveries of this passage have affected their journey of faith.

Conducting the research for the seminar is a significantly important part of the seminar process. Students are required to report on their research carefully citing the sources of their information. While some students may have enough information on their chosen topic, research is a specific requirement contributing to assessment so must be included.

Delivery Week/s

The student presents their response to the topic.

Students are encouraged to be creative in the presentation of their response.

Presentations may be in the form of a written piece, a formal discussion, a group activity, a video, a PowerPoint presentation, a song or piece of music, an art work etc. Presentations must:

- Demonstrate thoughtfulness
- Engage the group
- Incorporate elements of theological reflection and *ensure* your presentation addresses the criteria as listed on the Seminar Presentation Review. By Seminar three, you will need to have all of your review ticks in the "Yes" column.

8.7 Mentoring

Following their seminar, the student completes the Post Seminar Review in their current Online Workbook and "Things I could do differently" in Online Workbook A.

"As iron sharpens iron, so one person sharpens another." Proverbs 27:17

Definition

Successful completion of the course requires students to meet monthly with a Mentor.

Purpose

- To promote Christian growth in the student
- To provide a role model for the student.

Specific Tasks

- Meetings between the Mentor and the student
- Complete Mentoring reflections and associated assessment work
- **MENTORING SESSIONS CANNOT BEGIN AND WILL NOT BE RECOGNISED UNTIL THE MENTORING START UP ASSIGNMENT HAS BEEN COMPETENTLY COMPLETED. This is a legal requirement for your protection.²**

Minimum Expectations when choosing your Mentor

- See the Mentoring Manual for minimum expectations when choosing a Mentor.

Accountability

- The student needs to find someone to be their Mentor. The role is explained in detail in the Veta Mentor Manual. The PGS can offer further explanation if required. The role description and letter of invitation to the Mentor are included in the back of the Mentor Manual
- The Mentor needs to complete and return the Application Form, located in the Mentor Manual, to you. This is to be submitted as a part of your assessable work in Workbook A
- As part of this, you are required to obtain a copy of your Mentor's Working with Children Check (or similar, depending on your State), and submit as part of your assessable work in Workbook A
- Veta Youth asks your Mentor to respect your privacy and ethical responsibilities in regards to confidentiality, by not talking about your conversations with others inappropriately. Confidentiality, however, is not secrecy. If you tell them about issues where there is reason to believe you have been harmed, are being harmed or are harming others, Veta Youth requires these adults to report this to the relevant reporting body. If possible, we ask the adult to tell you that they are passing on or reporting information
- If you would like to approach a Mentor and require access to the Mentor Manual prior to the beginning of your course, please contact your State Coordinator for assistance.

Time Commitment

10 hours with a minimum of seven meetings plus reflections.

² If you would like access to the forms required for this assignment prior to the start of the course, please contact your State Coordinator

8.8 Ministry Placements (Work Placements)

"... I will show you my faith by what I do." James 2:18

Definition

Successful completion of the course requires students to undertake practical application of ministry skills and work in an environment that serves for reflection. This is sometimes referred to as 'Work Placement' or 'On-the-Job Training'.

Purposes

- To help students engage in God's mission to the world
- To provide students with opportunity to express, explore and develop their gifts
- To encourage students to test and challenge their personal direction and sense of God's call on their life
- To provide work place experience.

Planning

When planning their Major and Short Term Ministry Placements, students need to be able to do the following in their Ministry Placement:

- Engage with other people in this ministry
- Be the next step for their growth in this particular ministry e.g. not something they have been doing for years
- Able to mentor others involved in this ministry
- Things that they can move toward that will force them out of their comfort zone and to rely more on God
- For students, to meet the criteria listed in the Major and Short Term Ministry reviews in Online Workbook A.

Students are to use this opportunity to not just do what is comfortable, but to expand their ministry in ways that they would not normally engage.

Specific Tasks

Major Ministry Placement (Minimum 40 hours)

All students must engage in one Major Ministry Placement. This may be an ongoing role in a leadership team or a personal ministry usually on a weekly or fortnightly basis for at least six months.

This activity must:

- Take a minimum of **40** hours of active service
- Grow and develop the student and allow reflection on how this ministry fits in with the mission of God
- Require the student to take specific responsibility for a substantial part of the ministry **involving a group of at least five people**
 - The level of engagement will depend upon the student's personal capacity; however it is clearly not enough to simply 'turn up and help out'.
- Involve the student in all aspects of planning, preparation, implementation and evaluation
- Utilise a broad range of gifts and skills requiring effort and creativity by the student
 - The student should challenge themselves to go beyond their current level of ministry experience and not merely repeating what they have done before.
- Ministry hours must be recorded. Please record your Major Ministry Placement hours in the Major Ministry Placement Hours Tracker (provided in Online Workbook 1 and uploaded in Online Workbooks 1, 2 & 3). You will need to keep the Hours Tracker on your computer or similar device and continue to complete it throughout the year
- Students are expected to fulfil all obligations associated with any ministry role/s they adopt. Participating in meetings, training activities, events and taking on responsibilities appropriate to their gifts, experience and skills is expected
- **YOUR MAJOR MINISTRY PLACEMENT CANNOT BEGIN AND WILL NOT BE RECOGNISED UNTIL THE MAJOR MINISTRY START UP ASSIGNMENT HAS BEEN COMPETENTLY COMPLETED. This is a legal requirement for your protection.³**

³If you would like access to the forms required for this assignment prior to the start of the course, please contact your State Coordinator

Your Major Ministry Placement may include the following:

- Being on the planning team for a major event
- Leading a regular small group
- Participating in the leadership of youth/children's/worship etc. team at church
- Running a prayer group/outreach activity at school
- Running an after school club for Primary Students
- Teaching Sunday school
- Leading a community care ministry
- Teaching an ESL class.

*These are examples. Major Ministry placements are not limited to the above options. If you are unsure if your choice of Major Ministry Placement is suitable, you may need to discuss this with your Peer Group Supervisor. However, final approval must be given by your State Coordinator. Please contact your State Coordinator for further details.

Short Term Ministry Placement (Minimum 16 hours)

All students must engage in one Short Term Ministry Placement which contributes a minimum of 16 hours (including any training leading up to the ministry experience and debrief at the conclusion) towards the overall 56 Ministry Placement hours.

This activity must:

- Be of an intensive nature
- Run across a minimum of two days including one night
- Take a minimum of **16** hours of active service. Hours spent sleeping cannot be counted as part of the Ministry Placement
- Grow and develop the student and allow reflection on how this ministry fits in with the mission of God
- Involve the student in all aspects of planning, preparation, implementation and evaluation
- Involve engaging in intentional community with a **group of at least five people** e.g. sharing meals and accommodation
- Utilise a broad range of gifts and skills requiring effort and creativity by the student
 - The student should challenge themselves to go beyond their current level of ministry experience and not merely repeat what they have done before.
- Ministry hours must be recorded. Record your Short Term Ministry Hours in the Short Term Ministry Hours Tracker provided in Workbook 1 and then uploaded in Online Workbooks 1, 2 & 3)
- Students are expected to fulfil all obligations associated with any ministry role/s they adopt. Participating in meetings, training activities, events and taking on responsibilities appropriate to their gifts, experience and skills is expected
- **YOUR SHORT TERM MINISTRY PLACEMENT CANNOT BEGIN AND WILL NOT BE RECOGNISED UNTIL THE SHORT TERM MINISTRY START UP ASSIGNMENT HAS BEEN COMPETENTLY COMPLETED. This is a legal requirement for your protection.⁴**

Your Short Term Ministry Placement may include the following:

- Leading on a camp
- Participating in beach mission
- Running a holiday program
- Helping on a school camp
- Taking a team to an event.

* These are examples. Short Term Ministry Placements are not limited to the above choices. If you are unsure if your choice of Major Ministry Placement is suitable, you may need to discuss this with your Peer Group Supervisor. However, final approval must be given by your Assessor. Please contact your State Coordinator for further details.

Accountability

- You need to find someone to be your Ministry Placement Supervisor for each Major and Short Term Ministry Placement. Their role is explained in the Ministry Supervisor Manual. The Peer Group

⁴If you would like access to the forms required for this assignment prior to the start of the course, please contact your State Coordinator

Supervisor is to offer further explanation if required. The role description and letter of invitation to the Ministry Placement Supervisor is included in the Ministry Supervisor Manual

- Your Ministry Supervisor, for each Ministry Placement, needs to complete and return the Application Form, found in the Ministry Supervisor Manual, to you. You will be required to upload this form as part of your assessment work in Workbook A
- As part of this, you are required to obtain a copy of your Ministry Supervisor's Working with Children Check (or similar, depending on your State), and submit as part of your assessable work in Workbook A
- You will need to arrange with your Ministry Placement Supervisor to complete the Induction which are included in the Ministry Start Up Forms assignments
- If you would like to approach a Ministry Supervisor and require access to the Ministry Supervisor Manual prior to the beginning of your course, please contact your Veta Youth State Coordinator for assistance.

Total Time Commitment

Ministry Placement contributes a minimum of 56 hours total for Veta Morpheus students, consisting of the Major Ministry Placement (40 hours) and the Short Term Ministry Placement (16 hours).

For your **Major Ministry Placement** all students must complete:

Major Ministry Placement Plan, Student Hours Tracker, Major Ministry Placement Reflections, Student Hours Log and Mid-Year and End of Year Reviews.

For your **Short Term Ministry Placement** all students must complete:

Short Term Ministry Project Plan, Student Hours Tracker, Student Hours Log, and Short Term Ministry Placement Review.

Variances to Ministry Placement Component for Veta Morpheus Students

Many students take the opportunity to participate in Mission or Service Projects as a part of their Veta Morpheus experience. These can accumulate many hours (sometimes 100 hours+) of ministry time in preparation, training, travel, service and debrief. These types of Ministry Placement experiences obviously satisfy the specific Short Term Ministry Placement requirement of living in community and include an overnight component. In these circumstances, the Ministry Placement can be recognised as the Major Ministry Placement contributing 40 hours to the Ministry Placement total hours. In conjunction with this, a second Ministry Placement which contributes 16 hours to the Ministry Placement hours is required and this should follow the guidelines outlined for the Major Ministry Placement. The contributing hours must be active participation i.e. cannot include sleep time.

If the student chooses a variance to ministry placement, it must be confirmed and approved by the Peer Group Supervisor in conjunction with the State Coordinator. You will need to contact the state Coordinator directly to discuss these changes.

Christian Ministry Theology and Work Placement

Just as Jesus, our Lord and Saviour, came not to be served but to serve, we are to do likewise. And it is important to keep in mind that unlike the values of our society, we don't do good works to gain the praise and reward of others, to feel better about ourselves or even so God would love us more. Christ already loves us so much that he was willing to give everything for us and, in fact, died for us while we were still sinners (Romans 5:8). Our motive for good works is to reflect our Saviour, to discover and demonstrate to ourselves and others what we were created by God for, and to receive the fulfilment in life we were intended to have by our existence.

The Ministry Placement component in Veta is about providing intentional Christian ministry opportunities for students to serve and discover their gifts and God's leadings for their lives through focussed activity. The Ministry Placement isn't about saying, Christians need to do good works for their salvation, and it isn't about just doing community service or social activism for its own end. We come to know God better and grow in our relationship with him through doing God's work together with him. So part of the Ministry Placement involves the student reflecting theologically about their ministry and its place in the wider context of what other believers are doing.

The Ministry Placement Supervisor is to ensure the student engages in appropriate activity in the relevant Ministry Placement, support the student so they are adequately equipped for the Ministry Placement, oversee their efforts and progress, and facilitate reflections of their ministry efforts and experiences.

PLEASE NOTE: "**Intentional Christian Ministry**" means:

- **Intentional:** Have a clearly articulated purpose and involve focused activity
- **Christian:** Serving the purposes of Christ as revealed in the Bible, as well as being endorsed by your local Christian community
- **Ministry:** Acts of service that demonstrate integrity to the way of Jesus in word and deed, spirit and action.

"For we are God's handiwork, created in Christ Jesus to do good works, which God prepared in advance for us to do." Ephesians 2:10

8.9 Assessment

Assessment work will come in the form of Online Workbooks.

8.9.1 Online Learning Workbooks

Students will have access to their four Student Assessment Workbooks online during the year. Workbooks 1 and A will be available in Term 1 once the student's enrolment process is complete. It is the student's responsibility to keep these up to date and bring the electronic device on which they are completing their Workbooks to all Peer Group meetings. Each Activity in the Workbook must be submitted for assessment after completion. See 'Dates to Remember' for due dates for the submission of all exercises in each Workbook.

Students should also be aware that they will not have access to work submitted after they complete the entire course. Students should download a copy of their work for their own records prior to end of the course if they wish to keep what they have done.

Workbook 2 will be available from the start of Term 2 and Workbook 3 will be available from the start of Term 3.

8.9.2 Access to the Online Learning and Assessment

The Learning Management System (LMS) that Veta Youth uses for the Student Learning Resources and Assessment Workbooks is Canvas by Instructure.

Access to the Workbooks will be available for those who have completed their Online Enrolment Application from 27th January 2020. Students and parents will each receive an email with their login details and a temporary password. They are required to change their password during their initial access to a password of their choice. It is requirement that the student keeps their password confidential and **does not** allow any other person to access or complete their Assessment work.

The Student's login and password provides access to the Learning Materials and Assessment work.

The Parent's login and password provides access to the Student's gradebook/marks, including if an assignment or quiz has been submitted and assessed, their marks and the assessor's comments. It does not provide access to the actual content of the work submitted. The parent will need to request the student to show them the content if they wish to sight it.

No access will be given to Canvas unless the student has completed the online enrolment form at www.veta.org.au/enrol. If the form is completed after the 24th January 2020, it may take up to five working days for the student to be given access to Canvas. **This is not an instantaneous process.**

Please note: The emailed enrolment must be signed and returned as per the instructions on the form as a matter of urgency. A student cannot attend the required Retreats without return of this form.

8.9.3 Further Assessment Information

This course is competency based training. That is, it is designed to give you appropriate knowledge and skills. Assessment has been developed to measure if you have reached the stated objectives of the course.

It may take the form of:

- Written Work
- Observation
- Ministry Placements
- Assignments
- Role-Plays
- Oral questions
- Interviews
- Discussion Groups.

You can be assessed on your knowledge of the subject, as well as:

1. How you manage yourself and your tasks
2. Doing it satisfactorily, even if something goes wrong, and
3. How you work with your Peer Group and other people.

Your responses in all assessment work are evidence of your learning progress and form the core essential part of your assessment, so they must be completed fully. Unlike many of your other subjects where 90%, 80% or even 70% correct may be acceptable, you will need to be recording answers that demonstrate you are competent in **every** question, otherwise you will not be able to complete that unit and therefore graduate with your Certificate qualification. If you do not answer the question correctly or do not answer the question at all, you will be asked to resubmit the assignment with the questions that were missed or incorrect. The assessor will provide comments to assist you.

You may request different kinds of assessment if you have valid reasons because of disability, culture, language etc.

8.9.4 LLN Test

At enrolment, a non-intrusive check on the student's language, literacy and numeracy (LLN) skills is carried out. Action is taken to ensure whatever identifiable shortfall the student may have is addressed during his or her training.

The [Evolution Learning Student Handbook](#) has further information regarding language, literacy and numeracy.

8.9.5 Student Learning Needs

Veta Youth recognises that every student has different learning styles and needs.

When the student completes their enrolment application, they will be asked to upload any medical or other diagnostic assessments, recommendations and reports to assist us with the reasonable adjustment of the student's plan. These must be prepared by Professionals, they or their school may have. It is the student's responsibility to:

1. Obtain a copy of the report(s)
2. Provide the report to Veta Youth for review by either:
 - a. Upload the report in to the enrolment application OR
 - b. Email the report to admin@veta.org.au OR
 - c. Post a copy of the report to Veta Youth, PO Box 1175, Pasadena SA 5041

Please note that **Veta does not request the report from the school**. This must be requested by the student or the parent/care giver.

We recommend that you discuss your Learning Needs with your State Coordinator so that possible adjustments to your learning plan can be considered. Adjustments must still ensure that the student is able to demonstrate competence and the currency of that competence to industry standards.

As the student is likely to be already supported within the school environment for their current school work, Veta Youth may request that the student also request support for their Veta Morpheus course. Any additional support, or pre-course study, required to ensure that the student is able to meet the performance criteria, will need to be determined prior to the commencement of the course. All costs associated with arrangement and delivery of such support, or pre-course study, will be the responsibility of the student.

If a Professional report does not yet exist, the student may be asked, at their own cost, to obtain a Professional Learning Needs report in order to verify the Learning Needs of the student. A general email from a teacher or parent will not suffice. Please ask your State Coordinator if you require further advice or information regarding these requirements.

Veta Youth and Evolation Learning take many measures to understand their students and any LLN issues that student's may experience. We do this to ensure that we can provide effective support to the students throughout their study. With this said, we can only act on the information that is asked of students or provided by students. Should we not receive requested information or not told about any LLN skills needs, then we are not able to provide the support to the students that we know we can offer. It is important that all students complete the required LLN assessment at the beginning of the course, and provide any professional Learning Needs reports and documents of any known LLN Skills Deficiencies.

8.9.6 Student's Own Work

It is important that students understand that the answers to questions and work that they complete for their assignments must be their own work and contain no material which has been produced by any other person except where due reference is made.

Some questions will direct the students to work as a group with other students. In these circumstances the group responses are acceptable.

8.9.7 Submission of Assessment Work

The course has been designed in such a way that if you ensure that you complete and work on assignments each week according to your Yearly Plan and Bible Reading Plan, you should easily complete all requirements by the advised due dates.

The policy of Veta Youth in regards to Workbook Submission and Assessment is as follows:

1. The ***Due Date*** for all work is scheduled two weeks after the ***Completion Date*** for the Workbook
2. All work submitted by the Due Date will be assessed within the following two weeks
3. All resubmissions and any late submissions are due at the end of this two week period (four weeks after the Completion Date). This is referred to as the ***Final Due Date***
4. All Workbooks will be assessed in the two week period following the Final Due Date
5. A further extension may be granted at the State Coordinator's discretion for any student to submit/re-submit work and complete their Workbook/s in this time
6. Fees apply if Workbooks are not submitted by the Final Assessment Date for the course (where students will be required to 'carry over' into the following year or re-enrol to complete the course) (See Section 9.6).

Some helpful thoughts around completion of Workbooks in a timely manner:

- Completing Workbooks by the set Dates gives you the best opportunity to complete your Veta course on schedule which means resulting will also be on schedule
- Students in Year 12 must complete work by set dates to allow Veta Youth to complete resulting to allow inclusion of results in your Senior School Certificates
- *Veta Youth is 'on-your-side' when it comes to completing Workbooks.* Please speak to your PGS if you have concerns. Sometimes circumstances will mean an extension is warranted (These might include: disruption to meeting schedule, illness, bereavement, learning difficulties etc.).

Each Online Workbook's Assignments and Quizzes must be submitted by the due dates outlined in "Dates to Remember" in the front of the Student Manual.

8.9.8 Equipment Required

Veta uses a learning management system called Canvas to provide the online Workbooks to students. You will need access to the following in both your Peer Group and after hours to complete your online Workbooks.

Computer Speed and Processor

You will need access to a computer five years old or newer when possible

1GB of RAM

2GHz processor

Operating Systems

Windows 8.1 and newer

Mac OSX 10.6 and newer

Linux - chromeOS

Supported Browsers

Studio supports both Canvas browsers and Bridge browsers.

Note: Studio webcam capture is only supported by Chrome and Firefox browsers.

Internet Speed

You will need access to the internet in your Peer Group and after hours.

Along with compatibility and web standards, Canvas has been carefully crafted to accommodate low bandwidth environments.

Minimum of 512kbps

Screen Size

Studio is best viewed at a minimum resolution of 800x600.

Screen Readers

For those who require or use screen readers:

Macintosh: VoiceOver (latest version for Safari)

PC: JAWS (latest version for Internet Explorer)

PC: NVDA (latest version for Firefox)

There is no screen reader support for Studio in Chrome

Other Devices Warning

We do not recommend devices such as smart phones, ipads or other tablets because some important functions required for the course are not available on these devices. We cannot accept responsibility for any lost work if you choose to use these devices.

9 SCHOOL AND STATE QUALIFICATION INFORMATION

9.1 New South Wales Students⁵

Using the Certificate III Qualification towards your HSC:

It is your responsibility to ensure that you are correctly enrolled at your school.

If you are planning to use Veta Morphus towards your HSC you need to:

1. **Be enrolled online at www.veta.org.au**
2. **Submit appropriate forms to your school. (See your PGS)**
Forms should be handed in to your school VET coordinator at the earliest possible convenience
3. All Workbooks and other assessment material must be completed and submitted to your PGS by the date specified in the "Dates to Remember" section of this document. This allows time for the PGS to check you have completed work before sending on to the State Coordinator
4. On completion of the course, your statement of attainment will be sent to your school VET Coordinator.

Note: The 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolation Learning Pty Ltd - RTO #45219, counts as Board Endorsed unit credit for the HSC, but does not contribute towards an Australian Tertiary Admission Rank (ATAR). Please contact your Peer Group Supervisor or State Coordinator for more details or further information can be obtained from the NSW Education Standards Authority (NESA) (formerly Board of Studies) website

<http://ace.bos.nsw.edu.au/ace-6015>

For the course to count towards a HSC program of study, students must satisfy the course completion criteria as required by the NSW Education Standards Authority (NESA) (formerly Board of Studies, Teaching and Educational Standards NSW.)

Follow the link below and search *Certificate III in Christian Ministry and Theology (10741NAT)* in the search bar for the information.

<http://educationstandards.nsw.edu.au>

⁵ Disclaimer: Veta Youth provide this Senior School Certificate information as a service and while every effort is made to provide accurate information, no guarantee is given that the information provided in this Manual is correct, complete, and/or up-to-date. Please check with your school VET/Pathways coordinator to ensure this information is correct for your situation.

9.2 Queensland Students⁶

The 10741NAT Certificate III in Christian Ministry and Theology is a nationally accredited course, provided through Evolation Learning Pty Ltd - RTO #45219.

Using the Certificate III Qualification towards your QCE:

It is your responsibility to ensure that you are correctly enrolled at your school.

If you are planning to use Veta Morphus towards your QCE you need to:

1. **Be enrolled online at www.veta.org.au**
2. **Submit appropriate forms to your school. (See your PGS)**
Forms should be handed in to your school VET coordinator at the earliest possible convenience
3. All Workbooks and other assessment material must be completed and submitted to your PGS by the date specified in the "Dates to Remember" section of this document. This allows time for the PGS to check you have completed work before sending on to the State Coordinator
4. On completion of the course, your statement of attainment will be sent to your school VET Coordinator.

Note: The 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolation Learning Pty Ltd - RTO #45219, provides eight points towards their QCE. A maximum of eight credits from the same VET training package can contribute to a QCE. Credit in the Core category of learning will accrue as the priority. Other exceptions may apply. For more information go to <https://www.qcaa.qld.edu.au/senior/certificates-and-qualifications/qce-qcia-handbook-2019/2-qce/2.3-additional-vet-qce-credit-rules> section 2.3.

From 2020, the Australian Tertiary Admission Rank (ATAR) will replace the Overall Position (OP) as the standard pathway to tertiary study for Queensland Year 12s.

The ATAR is the primary mechanism used nationally for tertiary admissions and indicates a student's position relative to other students.

The ATAR will be introduced for students commencing Year 11 in 2019, who will graduate from the end of 2020 and seek entry to tertiary courses commencing from 2021.

Vocational Education and Training (VET) and the ATAR

Each VET qualification level (Certificate III or higher) will have a single scaled score that can be included in a student's ATAR.

For example, a Certificate III in Hospitality and a Certificate III in Laboratory Skills will each have the same scaled score; this will be regardless of the duration or area of study of the Certificate III.

Their results will be recorded for submission to QCAA by the RTO. A hard copy of their certificate and record of achievement will be presented to the individual at graduation or posted separately.

For more information please visit the following sites:

<https://www.qcaa.qld.edu.au/senior/certificates-and-qualifications/qce/learning-options-requirements>

<https://studentconnect.qcaa.qld.edu.au> and check out the student planner

<https://www.qcaa.qld.edu.au/senior/certificates-and-qualifications/qce-qcia-handbook-2019/2-qce/2.3-additional-vet-qce-credit-rules> section 2.3.

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9.3 South Australia Students⁷

Using the 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolation Learning Pty Ltd - RTO #45219, (Veta Morphus) toward your SACE:

It is your responsibility to ensure that you are correctly enrolled at your school.

- 1) Talk to your school VET Coordinator and/or SACE Coordinator and give them the information about the course
- 2) All work and other assessment material must be completed and submitted to Veta Youth by the date specified in the "Dates to Remember" section of this document.

On successful completion of the course, copies of your Record of Achievement and 10741NAT - Certificate III in Christian Ministry and Theology will be emailed to your school VET Coordinator or other nominated person at your school. Your school will enter your results via Schools Online. Your hard copy of your Record of Achievement and 10741NAT - Certificate III in Christian Ministry and Theology will be delivered to you at Graduation or via postal delivery.

SACE Credits

Students will earn five SACE credits for the completion of 35 nominal hours of VET and 10 SACE credits for the completion of 70 nominal hours of VET, up to the maximum credit allocation, for the qualification. Students can count a unit of competency (with a unique code) only once for the purpose of contributing to SACE completion. The maximum number of SACE credits listed is the maximum number of SACE credits that will be awarded to students for that particular VET qualification.

[Source: *Information Sheet VET Recognition Register*, SACE Board of SA, January 2015]

The 10741NAT - Certificate III in Christian Ministry and Theology is recognised at Stage 2 level.

Using the 10741NAT - Certificate III in Christian Ministry and Theology for the ATAR or TAFE SA Selection Score:

The SACE Board have determined that 'Recognised Studies' may contribute to the calculation of the ATAR and the TAFE SA Selection Score.

For VET qualifications to count as 'Recognised Studies', VET studies must be completed qualifications at AQF Certificate III level or above, and be recognised in the SACE at Stage 2 for at least 10 credits. 'Recognised Studies', including VET, can only count to a maximum of 20 credits in the ATAR and/or TAFE SA Selection Score.

For VET Certificate III or above to be included as 'Recognised Studies' for Tertiary Entrance calculations, schools must complete a VET Qualification Verification Form, generated in Schools Online, on behalf of the student. Schools then submit this form with evidence of completion to the SACE Board by the VET results cut-off date.

9.4 Tasmania Students⁸

The 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolation Learning Pty Ltd - RTO #45219, is listed at 410 nominal hours at a Certificate III level.

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⁸ Disclaimer: Veta Youth provide this Senior School Certificate information as a service and while every effort is made to provide accurate information, no guarantee is given that the information provided in this Manual is correct, complete, and/or up-to-date. Please check with your school VET/Pathways coordinator to ensure this information is correct for your situation.

9.5 Victoria Students⁹

9.5.1 VCE

Students gain credit into their VCE through block credit recognition. The following credit applies:

Veta Morphus students who remain up to date with the set course material complete more than enough units to gain credit for a 3-4 sequence in the VCE.

Contribution to ATAR

The 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolution Learning Pty Ltd - RTO #45219, (Veta Morphus) may contribute to a student's ATAR score under the following conditions:

- Satisfactory completion of 190 nominal hours of the course modules (see course outline)
- Processing of your results by your school.

Remember that VET courses are not able to be used in the primary 4 Study Scores, but may be used as a fifth or sixth subject.

Credit towards the VCE

Under block credit recognition, a Units 3 and 4 sequence will be awarded upon satisfactory completion of the 10741NAT - Certificate III in Christian Ministry and Theology.

9.5.2 VCAL

Credit towards the VCAL

Students gain credit into their VCAL through undertaking Veta Morphus as follows:

- Satisfactory completion of the 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolution Learning Pty Ltd - RTO #45219, provides three credits towards a Foundation, Intermediate or Senior VCAL program.

ATAR Contribution

VTAC may award VCE students who receive a Units 3 and 4 sequence through block credit recognition a fifth or sixth study increment (10% of the study score of lowest of the primary four scaled studies) towards their ATAR. This is subject to VTAC rules regarding the calculation of the ATAR.

Using Certificate III towards your VCE and VCAL:

It is your responsibility to ensure that you are correctly enrolled at your school.

If you are planning to use 10741NAT - Certificate III in Christian Ministry and Theology towards your VCE or VCAL you need to:

- 1) Submit appropriate forms to your school
 - b) Forms should be handed in to your school VET coordinator at the earliest possible convenience.
- 2) Enrolments and withdrawals must be completed by the end of April.

Note: The credit for 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolution Learning Pty Ltd - RTO #45219, is not automatic and has to be applied for each year. Please contact your VET/Pathways Coordinator for more details or further information can be obtained from the VCAA website <http://www.vcaa.vic.edu.au>

⁹ Disclaimer: Veta Youth provide this Senior School Certificate information as a service and while every effort is made to provide accurate information, no guarantee is given that the information provided in this Manual is correct, complete, and/or up-to-date. Please check with your school VET/Pathways coordinator to ensure this information is correct for your situation.

9.6 Western Australian Students¹⁰

Using the Certificate III Qualification toward your WACE

It is your responsibility to ensure that you are correctly enrolled at your school.

- 1) Talk to your school VET Coordinator and give them the information on the course
- 2) All workbooks and other assessment material must be completed and submitted by the date specified in the "Dates to Remember" section of this document. This allows time for work to be assessed and resulted in the school year in which you completed your course
- 3) On completion of the course, your statement of attainment will be sent to your school VET Coordinator.

Special note for Year 12 students: your final results for WACE work are due in at your school in the first week of November, so workbooks will need to be completed in time for assessment.

The 10741NAT - Certificate III in Christian Ministry and Theology, provided through Evolation Learning Pty Ltd - RTO #45219, is registered as an accredited course with Industry Classification with SCSA. Upon completion of the 10741NAT - Certificate III in Christian Ministry and Theology students will gain credit towards their WACE through unit equivalence. For students, this is currently two units credit for year 11 and four units credit for year 12. This qualification also meets the Certificate II minimum requirement. Please confirm with your school about how this qualification can contribute to your WACE.

The classification of this qualification is included on the Accredited Course Recognition Status List available on the Authority's website <https://senior-secondary.scsa.wa.edu.au/vet/wace-recognition-of-vet-accredited-courses>

For further VET in WACE information please visit: <https://senior-secondary.scsa.wa.edu.au/vet/all-about-vet>

¹⁰ Disclaimer: Veta Youth provide this Senior School Certificate information as a service and while every effort is made to provide accurate information, no guarantee is given that the information provided in this Manual is correct, complete, and/or up-to-date. Please check with your school VET/Pathways coordinator to ensure this information is correct for your situation.

10 COURSE FEES

10.1 How much will it cost?

The Veta Morplus cost is \$1995.00[^]. The actual charge for students may be less and will vary depending on local school or church funding arrangements.

Please contact your school and/or church to find out the actual fee you will be charged. This is important as your school or church may only be able to provide a subsidy if they are notified as early as possible.

[^]Please note that the fees above are for the course completed within the school year. Veta highly recommends that the course be completed within the school year or further fees will be charged as per sections below.

Be aware that additional fees will be charged in certain situations – see the following sections below.

Students, schools or churches paying for the student fees can pay by cheque/credit card/bank transfer by the due date of the invoice.

10.2 How will I be invoiced?

10.2.1 Victorian and New South Wales Public School Students

For the above Public School Students: In order to take advantage of any subsidies, the invoice will be sent to your school who will then invoice you for the amount less their contribution.

If they do not accept the invoice, then the invoice will be sent to either you or your church depending on the arrangements that have been made with your Peer Group Provider.

It is important that you provide the School Information document to your school, supplied in Appendix B, located at the end of the Student Manual. They may need this information so they can arrange any funding or subsidies for your course. Please print complete and deliver Appendix B to your school VET or Pathways coordinator, Careers Counsellor or similar person.

10.2.2 All other Students

For all other students, other than Victorian and New South Wales Public School Students, invoices will be sent to your Peer Group Provider, who will then deduct any applicable subsidies and invoice the student for the difference. The following are the exceptions to this arrangement:

- Where a student, parent or school has advised Veta Youth admin (admin@veta.org.au) prior to invoicing that the student's school or church would like to accept and pay the invoice. In this case the invoice will be made out and emailed as advised
- Where a student is part of an independent Peer Group which is provided directly by Veta Youth, the student/student family will be invoiced directly.

Unless separate arrangements are confirmed by Veta Youth, our course fees must be paid in full prior to the invoice due date or the end of March 2020, whichever is the earliest, otherwise you will not be able to attend any further Retreats and will not be eligible for the issue of the qualification, even upon completion of the course.

10.3 When will invoices be sent to out?

Invoices will be sent out between the 3rd week in February and the 3rd week in March, following Retreat 1. The due date of the invoice will be the last day of March. By the time the invoice is sent the fees required may be broken down in to two amounts:

- \$ 860.00 in retrospect for training and start up costs to the end March
- ~~\$1135.00~~ for the remainder of the year.
- \$1995.00 total amount of fees.

At no time will Veta Youth ask for more than \$1500.00 in prepaid fees.

10.4 What are some ways I am be able to reduce my fees?

10.4.1 Advise your school that you are doing the course!

Some schools are able to obtain government or other subsidies towards your course if they are advised by the student that they will be completing the course as early as possible. You can do this by using the School Information document provided in Appendix B at the end of the Student Manual. Please print complete and deliver Appendix B to your school VET coordinator, Careers Counsellor or similar person.

10.4.2 Contact your local church or church organisation.

Contact your local church or district church organisation to find out if they have any scholarships or subsidies available that you might be able to apply for. Often they are excited to know that one of their younger church family members is completing a discipleship course and want to support the student in prayer, encouragement and sometimes financially.

10.4.3 Ask family and friends.

Perhaps there are some family and friends who may want to support you in your journey. Ask them personally and don't be offended if they are unwilling or unable to assist. At least they will know you are doing the course and may be able to support you with prayer and encouragement.

10.4.4 Still not able to take part in Veta due to the cost?

If you feel you may not be able to take part in Veta due to the cost, please contact your State Coordinator to discuss your situation (Contact details found in section four of this document). The first thing the State Coordinator will ask you is if you have tried the previous three ways to reduce your fees, so please make these contacts first prior to contacting them.

10.5 What is Included

The fees for completing Veta represent good value for money with the following included in the course:

- All Online Workbook access, plus
- Access to Student Manuals, plus
- Printed Mentor and Ministry Practice Manuals, plus
- An NIV Study Bible, plus
- Three Weekend Retreats for Veta Morpheus students, plus
- Assessments, plus
- Certification and more.

10.6 What is not Included

- Graduation – An extra fee may be charged for those attending graduation. This will vary from state to state and will be communicated by the State Coordinator closer to the Graduation date
- Hoodies – For those wishing to purchase a Veta Youth hoodie, access to a website will be provided for their prepurchasing. Both the price and website will be provided in February/March 2020
- Transport to and from Retreats and Peer Groups
- Electronic Equipment and internet required to complete the course.

10.7 Additional Fees

10.7.1 Late Completion of Course

Continuing Students from 1st December 2020 to 31st March 2021

In addition to the fees outlined in 9.6.1, 2020 students wishing to complete their online Workbooks after the 15th December 2020 and prior to 31st March 2021 will be as follows:

- For One Workbook \$170.00
- For Two Workbooks \$180.00
- For Three Workbooks \$190.00
- For all Four Workbooks \$200.00.

Continuing Students from 1st April 2021 to 31st August 2021

In addition to the fees outlined above, completion of the course between 1st April 2021 to 31st August 2021 will incur a re-enrolment fee of \$250.00.

10.7.2 Missed Retreat Sessions

Where sufficient reason is not given for missing retreat sessions, or where more than the maximum of three sessions are missed, the student will be charged for the time required to assist in make-up. The charge will be \$25.00 for each session missed.

The Retreat sessions are defined as:

1. Retreat mornings – two sessions
2. Retreat afternoons – two sessions
3. Retreat evenings – one session

10.7.3 Reassessment of items not completed

Please be aware that in some cases, students may be charged additional fees if incomplete assessment items need to be re-assessed. Where assessment items are submitted a fourth time, the charge will be \$30.00 per Workbook.

10.7.4 Reprint of Certificates

Once a student has received their printed certificate(s) and request that the certificates are reprinted due to loss of for any other reason, additional certificates may be issued by contacting Evolation Learning directly. All printing and postage will also be charged to the applicant and administrative charges may apply.

10.7.5 Refund Policy

Please note: In order to be considered for a refund, the student must complete the Withdrawal Form in Section 14.4 and email it to scott@evolution.com.au

If the course fees were paid to Veta Youth by the student's school, church or other party, the request for a refund will need to come from them in the form of an email.

The table below outlines the amount of refund depending upon the date at which Veta Youth Ltd receives the notice of withdrawal.

Notice of Withdrawal Received by Veta Youth Ltd in 2020	Amount retained by Veta Youth Ltd	Refund based on \$1995.00 (*\$1645.00) paid
Between 1st January two weeks prior to Retreat One or last day of February, whichever comes first in the student's state	\$100.00 #	\$1895.00 (*\$1545.00)
Less than two weeks prior to Retreat One in the student's state or last day of February, whichever comes first in the student's state	\$430.00 #	\$1565.00 (*\$1215.00)
Between Retreat One and 31 March	\$835.00 # (*\$735.00)	\$1160.00 (*\$910.00)
1 April until two weeks prior to Retreat Two in the student's state	\$1625.00 (*\$1275.00)	\$370.00
Between Retreat Two and two weeks prior to Retreat Three in the student's state	\$1710.00 (*\$1360.00)	\$285.00

* The amount retained where the PGS fee was discounted to the school, church or other party.

If the fees have not yet been invoiced for, or paid at the time of withdrawal from the course, an invoice will be issued for the amount shown in the "Amount retained from fees ..." column.

11 PRIVACY POLICY

11.1 Veta Youth Privacy Policy

Our Privacy Policy can be found on the Veta Morphus website at <http://veta.org.au/privacy-policy/>.

11.2 Evolation Learning Privacy Policy

The Evolation Learning Pty Ltd Privacy Policy can be found in the [Evolution Learning Student Handbook](#).

12 PHOTOGRAPHIC POLICY

If you agree to Veta Youth's Photographic Policy, you are authorising Veta Youth to be able to use photographs or video footage of you for the purpose of future advertising and Veta promotion. This means that you may be included in official and unofficial group photographs or video as well as have some individual photographs or video of your participation used for these purposes. We encourage you to select "Yes" to agree to this in your enrolment application form.

However, if you select "No" in your enrolment application form, you will be unable to be included in any official Veta photographs or video. It is your responsibility to make your wishes known to the photographer, Peer Group Supervisor and State Coordinator.

13 GETTING STARTED

Your first step is to complete your enrolment application form which can be found online at www.veta.org.au/enrol.

As part of the process you will need to do the following:

1. Complete the online enrolment form at www.veta.org.au/enrol
2. As soon as you receive the enrolment declaration form of step one in an email, immediately complete, sign and have your parent/guardian/caregiver sign and return the email **directly** to Veta Youth Ltd as directed by the email. **Do not return the form to your school or Peer Group Supervisor.** It is important that you return the form to Veta Youth as soon as is practically possible
3. Complete the check on your LLN skills provided to you
4. Advise your school of your enrolment application with the information found in Appendix C.

We would like you to begin thinking about the following:

1. **Peer Group** - If you don't already have access to a Peer Group, contact Veta Youth and speak to your State Veta Coordinator. Where a Peer Group is not available in your local area, the State Coordinator will work with you to explore options. Should no suitable Peer Group option be found, participation in Veta 2020 may not be available to you
2. **Ministry Placement (Work Placement)** - Please read the section of this Manual on the Ministry Placement component of the course. Students are required to complete a Major Ministry and Short Term Ministry Placement. For each area you will need to:
 - a. Select a suitable Ministry Placement that will fit the requirements of the course
 - b. Find someone who is willing to be your Ministry Placement Supervisor. (For more information on this role refer to Ministry Supervisor Manual)

- c. Discuss this with your PGS and send the invitation letter and application to your potential Ministry Placement Supervisor. Get started early so you are able to complete the required hours
 - d. Remember that your Major Placement is normally completed over a minimum six month period
 - e. If you would like to approach a Ministry Supervisor and require access to the Ministry Supervisor Manual and Start Up forms prior to the beginning of your course, please contact your Veta Youth State Coordinator for assistance
 - f. The Ministry Placement **must not start** until the Start Up forms have been completed and submitted for assessment. If you attempt to complete any hours towards either your Ministry Placement prior to your Start Up forms assessment, those hours will not be counted towards your Ministry Placement work or hours tracking.
3. **Mentoring** - Please read this Manual on the Mentoring component of the course. (For more information on this role refer to the Mentor Manual).
- a. Select a suitable person that will fit the course requirements
 - b. Discuss this with your Peer Group Supervisor and send the invitation letter and application to your Mentor. Make sure you have met with your Mentor at least once by the end of your first month in the program
 - c. If you would like to approach a Mentor and require access to the Mentor Manual prior to the beginning of your course, please contact your Veta Youth State Coordinator for assistance
 - d. Your Mentoring Sessions must not start until the Mentoring Start Up forms have been completed and submitted for assessment. If you attempt to complete any hours towards either your Ministry Placement prior to your Start Up forms assessment, those hours will not be counted towards your Ministry Placement work or hours tracking.

Your Mentor and Ministry Placement Supervisors are very important people as you journey through Veta Morpheus. Prayer and discussion with your Peer Group Supervisor is important about the people to fill these roles. Please don't be discouraged if people choose not to be involved – and remember that it is your responsibility to find someone else.

Getting these arranged early will help you manage the year better – this will avoid pressure at the end of the course.

Your PGS will arrange a meeting time to start Peer Group. You can commence your Bible Engagement, Mentoring and Christian community participation as soon as the course begins.

Your access to the Online Workbooks will be provided once you have completed the online enrolment form and just prior to your first Peer Group meeting. You will be sent the link, username and instructions for the next step. There may be a delay of up to 5 working days between your online enrolment completion and access to the Online Workbooks due to processing.

Please Note: You will not be able to access the Online Workbooks unless you have completed the online enrolment form.

14 COMPLAINTS, GRIEVANCES AND APPEALS

14.1 Complaints Policy

Please read the Complaints section of the [Evolution Learning Student Handbook](#) before proceeding with a complaint.

Veta Youth recommends before making a formal complaint, the student should seek verbal clarification of the issue with Veta Youth before proceeding with the complaint. This does not lessen his or her right in any way to make a formal complaint.

15 ABSENTEE AND WITHDRAWAL

15.1 Absentee Policy

Satisfactory completion of the Veta Morpheus course requires 100% participation in all course activities that make up the 10741NAT - Certificate III in Christian Ministry and Theology. This qualification is provided through Evolution Learning Pty Ltd - RTO #45219.

Students who miss any activities are required to:

- Advise their Peer Group Supervisor as early as possible of their absence
- Provide sufficient reason for their non-participation
- Complete an absentee form
- Complete appropriate activities to make up for any activity missed.

Where sufficient reason is given, Peer Group Supervisors are obliged to assist a student in making up for a maximum of four missed peer group meetings and a maximum of three retreat sessions (a session is a morning, afternoon or evening activity).

Where sufficient reason is not given, or where more than the maximum sessions are missed, the student will be charged for the time required to assist in make-up. The charge will be \$25.00 for each session missed.

The trainer/assessor will determine another suitable alternative to make up for missed material. If more than eight Peer Group meetings or six retreat sessions are missed (20% of the course total), students will be required to meet with their PGS to assess their commitment to the course and determine an appropriate way forward.

15.2 Absentee Form

NB - To be copied and included in your Declaration of Completion in your online Workbook.

Student Name:	Date of absence:
Peer Group Supervisor's Name:	
Reason for absence:	
Total absences to date:	
Please outline the agreed process for makeup of the session:	
Due Date:	
By signing the following form, the student agrees that: <ul style="list-style-type: none"> The information above is true and correct The missed session will be made up for in the agreed manner by the due date. 	
Student Signature:	
By signing the following, the PGS agrees that: <ul style="list-style-type: none"> Sufficient reason was given for the absence The agreed make up process sufficiently covers the material covered in the session missed. 	
PGS Signature:	
Date:	

15.3 Course Withdrawal

For students withdrawing from the course, a course withdrawal form will need to be completed and emailed to admin@veta.org.au. The withdrawal date will be regarded as the day on which the withdrawal form is received by Veta Youth. As a matter of courtesy, the student should advise their Peer Group Supervisor of the withdrawal.

Veta Youth will then notify Evolution Learning of the withdrawal. The student may be contacted by Evolution Learning to discuss their withdrawal from the course.

Please refer to the Refund Policy in the Course Fees section for details of any refund which may be available.

Note: Where it is not possible to obtain the student's signature on this form, the parent/guardian/caregiver, or the Peer Group Supervisor or representative of the school can complete the form in their place.

15.4 Course Withdrawal Form

Student Name:	Date of completion of this form:
Peer Group Supervisor's Name:	
What is the reason for your withdrawal from Veta Morphus? Would you like to be contacted by your Veta Youth State Coordinator regarding your withdrawal?	
Which Workbooks have you already submitted for assessment?	
Would you like any of the units you have competently completed in the above Workbooks submitted for accreditation? (A statement of attainment would be issued for these units)	
Student Signature:	
(Office use only) Date Received:	

16 IMPORTANT CONTACTS AND DETAILS

Peer Group Supervisor Name:		
Contact Phone:		
Email:		
Students in my Peer Group:		
Name:	Contact Phone:	Email:
Mentor Name:		
Contact Phone:		
Email:		
Ministry Supervisor Name:		
Church/Ministry Organisation:		
Contact Phone:		
Email:		

Appendix A Student agreement

This is the Student agreement with Veta Youth for you to enrol in and take part in the Veta Morpheus program. The remainder of this agreement will refer to this program as Veta. However, Veta Youth refers to the delivery organisation, Veta Youth Ltd and Evolation Learning refers to the provider organisation, Evolation Learning Pty Ltd.

In applying to be part of the Veta course in 2020, I, the student, agrees to:

- Participate fully in the Veta program which includes, but is not limited to:
 - Attending all required activities which includes all three retreats
 - Completing course requirements
 - Investing myself in the learning program.
- Uphold Christian standards and maintain a Christ-like attitude with peers and Peer Group Supervisors throughout the course
- Understand that enrolment is in 10741NAT – Certificate III in Christian Ministry and Theology provided through Evolation Learning Pty Ltd - RTO #45219, with information shared between Veta Youth Ltd and Evolation Learning Pty Ltd
- Abide by the policies and requirements as outlined in the Veta Morpheus Student Manual as well as the [Evolution Learning Student Handbook](#)
- The Parent/Guardian/Carer will be kept informed about their progress and receive correspondence throughout the course by any of the following methods; Access to submission information, grades and notifications as an observer in Canvas, emails, phone calls and posted letters. If the student is 18 years of age or over, they can choose to opt out of this contact in writing to admin@veta.org.au
- Accept all policies referred to in the Veta Morpheus Student Manual as well as the [Evolution Learning Student Handbook](#).

I declare that:

- It is my responsibility to ensure that I am correctly enrolled at my school in order to:
 - Be able to use the 10741NAT - Certificate III in Christian Ministry and Theology for those taking part in Veta towards my Senior Secondary School Certificate
 - Receive any funding I may be eligible to receive towards my fees.
- I have read the Veta Morpheus Student Manual in conjunction with the [Evolution Learning Student Handbook](#) and accept the information provided in both of these documents
- I hereby authorise Veta Youth and Evolation Learning staff to use personal information to process my enrolment as described in the Privacy Policy
- Understand that Evolation Learning Pty Ltd qualifications and statements of attainment that I earn shall be publicly verifiable
- I give permission for Evolation Learning or Veta Youth to provide a copy of Testamurs, Statement of Attainments or Record of Results to my school
- The information provided in the enrolment application form is, to the best of my knowledge, accurate in all respects.

Appendix B Parent agreement

This is the Parent/Guardian/Carer agreement with Veta Youth for your child to enrol in and take part in the Veta Morpheus program. The remainder of this agreement will refer to the program as Veta. However Veta Youth refers to the delivery organisation, Veta Youth Ltd and Evolation Learning refers to the provider organisation, Evolation Learning Pty Ltd.

I am aware in signing this document for my child's participation in Veta that certain elements of the program could be physically and emotionally demanding. Furthermore, I understand that certain inherent risks and dangers may exist in the activities in which my child will be participating. I acknowledge that while Veta Youth and its leaders will make every reasonable effort to minimise exposure to known risks, all hazards and dangers associated with these activities cannot be foreseen or may be beyond the control of Veta Youth, its leaders and staff.

- I have read the Veta Morpheus Student Manual, as well as the [Evolution Learning Student Handbook](#) and accept that my child will be subject to all policies and requirements outlined or referred to in both of these documents
- I give consent for my child to participate in the Veta program including all three Retreats
- I understand that Retreats are a smoke, drug and alcohol free event and any breaking of these rules will result in immediate dismissal of the student and I will be called upon to come and pick up my child
- I understand that leaders and staff will take appropriate disciplinary action to ensure the safety of all students
- In the event of any illness or accident, I authorise Veta Youth to obtain any medical information appropriate to the student and authorise any medical assistance required as determined by qualified health practitioners. I also accept all medical treatment involved and the responsibility for payment of any expenses thus incurred
- I confirm that the information contained in this application is true and correct
- Understand that the student's enrolment is in 10741NAT – Certificate III in Christian Ministry and Theology provided through Evolation Learning Pty Ltd - RTO #45219, with information shared between Veta Youth Ltd and Evolation Learning Pty Ltd
- I give permission for Evolation Learning or Veta Youth to provide a copy of Testamurs, Statement of Attainments or Record of Results to the student's school
- I agree to inform Veta Youth of any change to the enrolment details.

I understand that Veta Youth will take all responsible care of my child in the course of the program and that Veta Youth, Evolation Learning or its representatives will not be liable in any injury or accident, or for damage or loss of property.

The cost for Veta Morpheus in 2020 is \$1995.00, or \$1645.00 if the Peer Group Supervisor Fee is not applicable. The actual charge for students may be less and will vary depending on funding available from the schools and churches. Please contact your school and/or church to find out the actual fee that will be charged. I understand that my child will not be enrolled unless the total course delivery fees are paid.

Appendix C School information for Veta Morphus

Please return this form to the student's school VET coordinator. Ensure that it includes the student's full name. You may need to provide the confirmation of enrolment email as proof that you have enrolled.

Student Full Name:

This form is to advise you that the above student intends to enrol in Veta Morphus and provides you with the details of the course that is delivered through the program.

10741NAT - CERTIFICATE III IN CHRISTIAN MINISTRY AND THEOLOGY

This qualification is provided through Evolation Learning Pty Ltd - RTO #45219

Overview

VET in schools multiplies opportunities for students. It enables students to complete a nationally recognised vocational qualification as well as contribute towards their Senior Secondary School Certificate.

Veta Morphus is a national Christian leadership program for senior secondary students. Veta Morphus is designed for students who are wishing to explore and develop in the Christian faith in a practical, hands-on way.

Course Code and Title

10741NAT - Certificate III in Christian Ministry and Theology

RTO Details

Evolution Learning Pty Ltd RTO #45219

Units

Compulsory Units

CMTTHE301	Research Christian Scripture and Theology
CMTTHE302	Identifies theological data
CMTTHE303	Present information on a theological theme or issue
CMTTHE304	Apply new theological insights
CMTMIN301	Apply theological knowledge to contemporary ethical issues
CMTMIN302	Communicate theology in everyday language

Elective Units

CHCGRP001	Support Group Activities
BSBCRT101	Apply critical thinking techniques

Delivery

Please contact the Veta State Coordinator for the delivery time and location for your school's students.

Costs

\$1995.00 = [\$0 Materials Fee, \$1995.00 Tuition] This includes a Peer Group Supervisor fee of \$350.00 if applicable.

Course Components

Veta Morphus is made up of six key components, most of which are tailored to suit the needs of the individual student.

- Participation in a weekly peer group
- Bible reading and journaling
- Being mentored
- Participating in Christian community
- Going away on retreats with all students from the State
- Being involved in mission/ministry in their local context

Contribution to the Senior Secondary School Certificate in each state

VET in Senior Secondary Certificates of Education across Australia

ACACA (Australasian Curriculum, Assessment and Certification Authorities), the national body comprising chief executives of the statutory bodies responsible for senior secondary certificates of education in the Australian states and territories and in New Zealand, has published a report which summarises the arrangements for the recognition of VET in each Australian state and territory. The report is available online at <http://acaca.bos.nsw.edu.au/files/pdf/vet-report-2012.pdf>

New South Wales HSC

Using the Certificate III Qualification towards your HSC:

The 10741NAT - Certificate III in Christian Ministry and Theology counts as Board Endorsed two unit credit for the HSC, but does not contribute towards an Australian Tertiary Admission Rank (ATAR). All results will be sent to the relevant school VET coordinator for submission to NESA. A hard copy of students certificate and record of achievement will be posted to the school or individual.

For the course to count towards a HSC program of study, students must satisfy the course completion criteria as required by NESA, Teaching and Educational Standards NSW.

<http://educationstandards.nsw.edu.au/wps/wcm/connect/677d97a3-35be-4c4e-9eae-c11f543c121f/christian-ministry-and-theology.pdf?MOD=AJPERES&CVID>

Please contact your Peer Group Supervisor or NSW Veta Youth Coordinator for more details or further information can be obtained from the NESA website <http://ace.bos.nsw.edu.au/ace-6015>

Queensland QCE

Using the 10741NAT - Certificate III in Christian Ministry and Theology Qualification toward your QCE:

On successful completion of the course, students can obtain eight points towards their QCE. Their results will be sent to the relevant school VET Coordinator for submission to QCAA. A hard copy of their certificate and record of achievement will be posted to the school or individual.

Credit in the Core category of learning will accrue as the priority. Other exceptions may apply. For more information go to <https://www.qcaa.qld.edu.au/senior/certificates-and-qualifications/qce-qcia-handbook-2019/2-qce/2.3-additional-vet-qce-credit-rules> section 2.3.

From 2020, the Australian Tertiary Admission Rank (ATAR) will replace the Overall Position (OP) as the standard pathway to tertiary study for Queensland Year 12s.

The ATAR is the primary mechanism used nationally for tertiary admissions and indicates a student's position relative to other students.

The ATAR will be introduced for students commencing Year 11 in 2019, who will graduate from the end of 2020 and seek entry to tertiary courses commencing from 2021.

Vocational Education and Training (VET) and the ATAR

Each VET qualification level (Certificate III or higher) will have a single scaled score that can be included in a student's ATAR.

For example, a Certificate III in Hospitality and a Certificate III in Laboratory Skills will each have the same scaled score; this will be regardless of the duration or area of study of the Certificate III.

South Australia SACE

Using the 10741NAT - Certificate III in Christian Ministry and Theology Qualification toward your SACE:

On successful completion of the course, copies of your Record of Achievement and 10741NAT - Certificate III in Christian Ministry and Theology will be emailed to your school VET Coordinator or other nominated person at your school. Your school will enter your results via Schools Online. Your hard copy of your Record of Achievement and Certificate III will be delivered to you at Graduation or via postal delivery.

SACE Credits

Students will earn five SACE credits for the successful completion of 35 nominal hours of VET and 10 SACE credits for the successful completion of 70 nominal hours of VET, up to the maximum credit allocation for a qualification, for:

- completed qualifications
- partly completed qualifications (for which a student has completed one or more units of competency).

The 10741NAT - Certificate III in Christian Ministry and Theology is recognised at Stage 2 level.

Using the 10741NAT - Certificate III in Christian Ministry and Theology Qualification for the ATAR or TAFE SA Selection Score:

VET

Studies completed at AQF Certificate III level or above (which includes the 10741NAT - Certificate III in Christian Ministry and Theology (known as Veta Morpheus) count as 'Recognised Studies' and may contribute to the calculation of your ATAR or TAFE SA Selection Score.

Successful completion of the 10741NAT - Certificate III in Christian Ministry and Theology will be confirmed by the Registered Training Organisation (RTO) emailing the Record of Achievement and the Certificate to your school VET Coordinator, or other nominated person at your school. To have your 10741NAT - Certificate III in Christian Ministry and Theology considered when calculating the ATAR and TAFE SA Selection Score your School Principal will complete a verification form that the student has completed a VET qualification at AQF Certificate III or higher via Schools online.

Tasmania

The 10741NAT - Certificate III in Christian Ministry and Theology is listed at 410 nominal hours at a Certificate III level.

Victoria VCE and VCAL

Credit towards the VCE

Under block credit recognition, a Units 3 and 4 sequence will be awarded on satisfactory completion of the 10741NAT - Certificate III in Christian Ministry and Theology.

Credit towards the VCAL

Satisfactory completion of the 10741NAT - Certificate III in Christian Ministry and Theology provides three credits towards a Foundation, Intermediate or Senior VCAL program.

ATAR Contribution

VTAC may award VCE students who receive a Units 3 and 4 sequence through block credit recognition a fifth or sixth study increment (10% of the lowest study score of the primary four scaled studies) towards their ATAR. This is subject to VTAC rules regarding the calculation of the ATAR.

This program may contribute to the VCAL at the Foundation, Intermediate or Senior levels.

Western Australia WACE

The **10741NAT - Certificate III in Christian Ministry and Theology** has been classified by SCSA as having an *industry* focus.

These qualifications either have a distinct industry based vocational outcome or articulate directly into higher industry based AQF qualifications.

The completion of 10741NAT - Certificate III in Christian Ministry and Theology provides students with credit according to the VET credit transfer unit equivalence structure. The completion of the qualification can also be used to meet the Certificate II minimum requirement. The full allocation of recognition towards the WACE is based on this qualification's clear articulation into higher level industry qualifications or employment as a post school destination for students.

The classification of this qualification is included on the Accredited Course Recognition Status List available on the Authority's website <https://senior-secondary.scsa.wa.edu.au/vet/wace-recognition-of-vet-accredited-courses>

For further Vet in WACE information please visit: <https://senior-secondary.scsa.wa.edu.au/vet/all-about-vet>

If you have any questions regarding this training or the information on this form, please contact:

New South Wales Emily Wynhoven E: nsw@veta.org.au M: 0429 126 839	Queensland Emily Wynhoven E: qld@veta.org.au M: 0429 126 839	South Australia Peter Eckermann E: sa@veta.org.au M: 0427 780 004
Tasmania Emily Wynhoven E: tas@veta.org.au M: 0429 126 839	Victoria Laura Weatherall E: vic@veta.org.au M: 0438 780 265	Western Australia Peter Eckermann E: wa@veta.org.au M: 0427 780 004

Visit www.veta.org.au for more information.

THE SCHOOL TO DETACH THIS PAGE, COMPLETE AND RETURN TO THE STUDENT AS SOON AS POSSIBLE.

10741NAT - CERTIFICATE III IN CHRISTIAN MINISTRY AND THEOLOGY
(VETA MORPHUS)

SCHOOL AND STUDENT AGREEMENT.

This qualification is provided through Evolation Learning Pty Ltd - RTO #45219

The Student will RETAIN this section for their own records.

We, the student's school, acknowledge that we have been advised that

_____ (Student Name)
intends to enrol/has enrolled in the 10741NAT - Certificate III in Christian Ministry and Theology for
2020 by completing the Veta Morphus program online enrolment application form available from 7th
October 2019.

We confirm that Veta Youth Ltd, the course deliverer of this qualification provided through Evolation
Learning Pty Ltd - RTO #45219, will be able to invoice our school for the full amount of the course fee
of \$1995.00 or \$1645.00 (if the Peer Group Supervisor fee is not applicable).

We also confirm that the amount we will require the student to contribute to this course fee is
\$____.00.

Signature of School representative_____

Name of School representative_____

Name of School_____

Date_____