



**Doctor of Ministry
(DMin)**

2011-2012

Carey Theological College

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The Doctor of Ministry degree is the highest earned degree for the profession of ministry. The Doctor of Ministry degree offered by Carey Theological College is intended to:

- Equip ministers to reach a higher level of effectiveness in the practice of ministry
- Deepen ministers' awareness of the theological framework out of which their ministry grows
- Enhance life and ministry in the setting which the minister serves

The Doctor of Ministry program at Carey Theological College is founded on the conviction that effectiveness in ministry practice grows out of thoughtful, reflective integration of theology and ministry. As a result, the DMin program is embedded in the life-stream of the church and normally offered only to those who will be engaged in active ministry for the duration of the program. An action-reflection process is employed throughout the program and ministers are regularly directed to the context of their specific ministry settings.

Relationship to the Church

Carey Theological College is committed to the local church, which is the locus of ministry for many DMin students. The College expects the local church to benefit from the investment of time by their minister in DMin education. Those serving in non-congregational settings, such as mission, hospital or spiritual direction, are expected to pay similar attention to the way in which their DMin education benefits others.

DMin Sample Course of Study (36 credit hours)

Year One

January DMCO 991 Reflecting Theologically in Ministry I
DMOS 900 Orientation Seminar
Elective #1
May/June Elective #2

Year 2

January DMCO 992 Reflecting Theologically in Ministry II
April DMCC 901 Research & Design Methodology for Ministry - On-line
May/June Elective #3

Year 3

DMCE 996 Congregational Engagement
Elective #4
Elective #5

Year 4

DMPS 900 Project Seminar
Doctoral Project

Year 5

Graduation

Schedule for 2012

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|-------------------|--|
| January 9-13 | DMCO 991: Reflecting Theologically in Ministry I |
| January 9-13 | DMCO 992: Reflecting Theologically in Ministry II |
| January 14 | DMOS 900: Doctoral Orientation Seminar |
| January 16-20 | DMPP 931: The Wisdom of 1 Corinthians (Elective) |
| February 20-24 | DMPS 900: Doctoral Project Seminar |
| April 9 (On-line) | DMCC 901: Research & Design Methodology for Ministry |
| June 11-15 | DMPM 924: The Pastoral Life (Elective) |

Schedule for 2013

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|---------------------|--|
| January 7-11 | DMCO 991: Reflecting Theologically in Ministry I |
| January 7-11 | DMCO 992: Reflecting Theologically in Ministry II |
| January 12 | DMOS 900: Doctoral Orientation Seminar |
| January 14-28 | Elective, TBA |
| February 18-22 | DMPS 900: Doctoral Project Seminar |
| April, TBA (Online) | DMCC 901: Research & Design Methodology for Ministry |
| June, TBA | Elective, TBA |

Explanation/Definition of Academic Requirements

Orientation: The Orientation Seminar is designed to present an introduction to Doctor of Ministry studies. This includes a philosophical framework, theological reflection, integration of spiritual formation and academic work, and an orientation to library use.

Required Courses: There are five required courses which make up the heart of the Doctor of Ministry program. Three of the five required courses are residential courses. For these the minister comes to the Carey campus to learn with other ministers at similar stages in the DMin Program. The residential courses are:

- DMCO 991 Reflecting Theologically in Ministry I
- DMCO 992 Reflecting Theologically in Ministry II
- DMPS 900 Project Seminar

The two remaining required courses are DMCC 901 Research & Design Methodology for Ministry, which is offered as an on-line course, and DMCO 996 Congregational Engagement, which is the final required course. The latter takes the form of an independent study in its design and learning activity and is

conducted in the minister's setting of ministry. It should enhance the ministry setting and will involve the assignment of a Supervisor.

Electives: A number of courses will be offered each year at Carey during the two teaching times of January and May/June from which the minister makes up the five remaining courses of their program. The minister may also choose to take advantage of learning opportunities in other DMin programs, with approval of the Doctor of Ministry Director.

Rationale: The effectiveness of DMin education is based upon the minister's ability to practice thoughtful theological reflection on the work of ministry. This reflection is founded on the historic disciplines.

Candidacy: Once a student has completed the required courses, the Congregational Engagement and the electives, and a doctoral project proposal has been presented and accepted, a candidacy evaluation will be conducted. On successful recommendation, the student enters the candidacy phase of the Doctoral program.

Doctoral Project: The intent of the doctoral project is to demonstrate advanced competence in the field of ministry and to contribute knowledge to the understanding of ministry. The integrative method practiced in the theological reflection courses is brought to bear upon an area of ministry in which the minister is actively engaged. The Doctoral Project normally features an articulated ministry problem or question, a definable Doctoral Project, theological reflection on the project and evaluation of the minister's own leadership. The candidate is required to present this doctoral project in a form which allows for its transmission to a wider audience and/or academic community. Anyone wishing to use formats other than a dissertation style must seek approval from the DMin Director.

Guided Study: Each minister will be permitted to develop up to two guided studies specific to their field of interest. The study must be approved in writing by the DMin Director before the student begins the work. Guided studies take the place of electives in the minister's program of study.

Clinical Pastoral Education: Doctoral students will be permitted to present one advanced unit from an accredited CPE program for six credits towards the DMin program. The units must not have been credited as part of an MDiv program of studies. The unit may be taken as part of the DMin program. A Specialty or a Supervisory unit may be presented for up to 6 credit hours towards the DMin program.

Advanced Standing: Applicants who have completed a ThM after an MDiv may apply for six credit hours of advanced standing towards the DMin. Doctoral credits earned at other institutions will normally be transferred into the Carey Theological College Doctor of Ministry Degree Program as part of the elective requirements.

Oral Presentation: Carey Theological College requires an oral presentation as one of several tools of evaluation used throughout the Doctor of Ministry program. This presentation will take place at the conclusion of the program and normally will be scheduled for the final Friday or Saturday in May, prior to the graduation ceremony.

The purpose is three-fold. The presentation allows each candidate to present the nature of their Doctoral Project, along with the methodology, significant findings, and implications for ministry and further research. As well as being a fitting conclusion to the written project, the presentation requires the candidate to prepare the highlights of the project in the form of a briefer document, such as might later be presented at an academic or ministry conference. A minimum of three faculty members will examine the candidate following the presentation to ensure complete satisfaction with the quality of the educational process and project.

Learning Modes and Resources

Ministry Based Program: The Carey Theological College Doctor of Ministry is a competency and congregationally based ministry program. The expectation is that the ministry setting (often, but not always, a congregation) also benefits from this educational process. The candidate receives an academic credential and the corporate identity, ministry, and mission of the congregation or ministry setting are enhanced.

Self-Directed Learning: Self-directed learning supported by supervision is expected at the doctoral level. Faculty of Carey Theological College and adjunct faculty approved by the Senate of Carey Theological College facilitate the discovery and expansion of individual learning styles. The intent is to assist the candidate in developing his or her personal ministry competencies and enhance his or her theoretical and practical skills relating to ministry.

Collegial Learning: Ministry professionals frequently discover they are challenged to a greater excellence by being involved with a quality peer group. The DMin program provides for learning through collegial collaboration with other ministers, faculty and Christian leaders. Common results include important refinements in theory of ministry and greater confidence in ministry.

The doctoral program recognizes the adult characteristics of advanced learning and therefore the pedagogy reflects the rich classroom resource of experienced professionals.

Supervision: Each participant will receive supervisory support. Supervisors who are familiar with the student's context or a parallel situation will be an integral part of the learning resources for the program.

Admission Requirements

1. A Master of Divinity (MDiv) degree (or its equivalent) from an institution accredited by the Association of Theological Schools in the United States and Canada.
2. Normally, a minimum of three years in active professional ministry after graduation from an accredited theological school.
3. A minimum of B+ average (3.3 GPA) in MDiv studies (or equivalent).
4. A completed application form submitted to the Office of the Registrar, including:
 - 4.1. Verification of church affiliation
 - 4.2. Application Fee
 - 4.3. A current personal photograph is requested but is not required
 - 4.4. Official transcripts from all schools attended
 - 4.5. A written statement of 1,000 words detailing:
 - ◆ Personal view of ministry and ministry experience
 - ◆ Reasons for pursuing DMin education
 - ◆ Goals for the program, and
 - ◆ Proposed area of interest for ministry project and indication of previous involvement in it
 - 4.6. Three letters of reference (one each from):
 - ◆ Seminary professor or other person competent to address the applicant's academic abilities
 - ◆ Colleague in ministry
 - ◆ Denominational official

Each letter of reference should detail the degree of effectiveness in current professional ministry (or in the case of the Seminary reference, as an MDiv student in seminary), in ability to do analytical work, and in expressing promise of professional growth. In addition, applicants must demonstrate competence in written and oral theological English.
 - 4.7. Approval in writing from the congregation or employing agency, indicating support for the applicant's DMin studies, financial assistance (if any), and clearance of sufficient time to undertake doctoral studies

5. All application forms should be received by October 31 for a January orientation. A maximum of eight students will be admitted most years. A student may, with the permission of the Doctor of Ministry Director, begin some course work before attending the orientation seminar.
6. Applicants whose first language is not English must submit satisfactory results in an approved language test (TOEFL, available from Education Testing Service, www.ets.org). Carey's TOEFL number is 5981.
7. Approval of the DMin Program Director and the Admissions Committee.
8. Applicants who are deemed deficient in a specific area will be asked to meet the requirements specified by the Admissions Committee before being admitted to the DMin program.
9. The College does not discriminate on the basis of gender, nationality, race, or denominational affiliation. Because of the nature of this program, it is offered only to those who will be in a position of recognized ministry leadership for the duration of the program.
10. Admission is granted by the Admissions Committee and will be in writing to the applicant.

Candidacy Requirements

Admission to the DMin program is not automatic acceptance into candidacy for the degree. Candidacy is based on evidence that the participant has demonstrated proficiency in the integration of course work, congregational engagement, and practical ministry. The candidate must also possess writing skills appropriate to doctoral level work, and proven ability to complete all remaining degree requirements. Participants will be recognized as candidates for the Doctor of Ministry degree only after:

1. Completion of all academic requirements, including congregational engagement; that is, only the doctoral project remains to be completed
2. Removal of any entrance deficiencies
3. Approval of the proposal for the doctoral project
4. All fees, including tuition, are current and payment has been received by Carey Theological College.

Graduation Requirements

1. Satisfactory completion of all required course work and doctoral project as outlined in the Doctor of Ministry program
2. An oral presentation and evaluation upon completion of the doctoral project

3. A minimum 3.0 GPA (B average)
4. Financial accounts with Carey Theological College paid in full
5. Senate approval before graduation
6. Affirmation of Christian character and conduct suitable for Christian leadership

Academic Requirements

1. To earn the DMin degree, each candidate is required to complete Orientation, four residential courses, five elective courses and one congregational engagement, plus a doctoral project. A total of 36 credit hours are required for the degree, as follows:
 - Orientation (*taken at the beginning of the program - 1 credit hour*)
 - Residential Courses (*3 credit hours each*)
 - Reflecting Theologically in Ministry I
 - Reflecting Theologically in Ministry II
 - Project Seminar
 - Research & Design Methodology for Ministry (*on-line, 3 credit hours*)
 - Elective Courses (*5 courses, 3 credit hours each*)
 - Congregational Engagement (*taken within the local ministry setting involving those with whom the student ministers. The Congregational Engagement will have a 3 credit hour assessment.*)
 - Doctoral Project (*Format and order of program to be agreed to by student and Director - 5 credit hours*)
2. Of the above 36 credit hours, 30 credit hours must normally be completed under the auspices of Carey Theological College, for which tuition is paid. This means that up to 6 credit hours may be transferred. Any deviation from these completion requirements must have the DMin Director's written approval.
3. The time limit for the completion of the DMin program is six years from the time of initial admission. Students who enter with an advanced standing will be expected to complete their studies in a shorter period of time. A written statement will be given to the student at the time of acceptance. After five years, an annual continuation fee of \$250 will be charged.

TUITION AND FEES

Carey Theological College tries to keep fees at a level that will permit most qualified persons to attend. The fees incurred by students meet only a portion of the total cost of providing education and operating the college. We are grateful for the support of the churches of the Canadian Baptists of Western Canada, foundations, and interested friends.

Course tuition is due in full on the first day of class. Payment options can be made with the Registrar's Office prior to the first day of class.

Fees (Effective April 1, 2012):

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| Application Fee (<i>non-refundable</i>) | \$60 |
| Transcript Evaluation | \$25 |
| Orientation Seminar (DMOS 900) (<i>1 credit hour & includes acceptance/file fees</i>) | \$400 |
| Course Change Fee (<i>changing from credit to audit [or vice versa] or changing courses</i>) | \$10 |
| Credit Transfers from other Doctoral Programs | \$40/credit |
| *Late Payment Fee | \$50 |
| **Continuation Fee (<i>extension of program</i>) | \$250 |
| ***Leave of Absence Fee (<i>interruption of program</i>) | \$250 |
| Project Binding, Placement in Library/TREN and Microfilm fee (<i>Includes 3 bound copies; 2 for Carey and one for the student. Students are responsible for extra personal copies.</i>) | \$160 |
| Graduation Fee | \$100 |
| Reread Fee (<i>If project report is rejected/failed and has to be rewritten</i>) | \$250 |
| Transcripts | \$10 |
| T2202A Statement Replacement | \$25 |
| Placement Testing Fee/Proficiency Test | \$150 |
| Graduation Certificate Replacement | \$25 |
| Dishonored Cheques | \$50 |
| <i>*If tuition is not paid by due date, i.e. the first day of the class, unless there is special arrangement made with the Registrar's office.</i> | |
| <i>**Continuation fee is charged to those students who do not complete the program of studies within 5 years of entering. These fees will be billed annually (January 30) following the end of their fifth year in the program. The time limit for the completion of the DMin program is 6 years from the time of initial admission.</i> | |
| <i>***Leave of absence fee is charged annually to students granted a leave of absence in order to maintain their matriculation and to indicate intention to</i> | |

return to the program. It must be applied for in writing and may be renewed a maximum of one time only.

Tuition (Effective April 1, 2012):

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| *Course Registration Deposit (<i>non-refundable</i>) | \$100 |
| Tuition per Credit Hour | \$400 |
| Guided Study | \$975 |
| Congregational Engagement | \$975 |
| Doctoral Project (<i>5 credit hours</i>) | \$2,000 |
| Audit | \$225/credit |
| <i>*If a student withdraws from the course within 10 days prior to the beginning of the course, then the Course Registration Deposit will be retained by the College.</i> | |
| <i>Based on the 2012 tuition fee schedule, a student would be anticipating total tuition of approximately \$14,175 to complete the Doctor of Ministry program.</i> | |

COURSE REFUNDS

Course registration deposits are non-refundable. However, the course registration deposit will be credited to the student's account if the student withdraws from the course 10 days before the start date of the course. If the course withdrawal is within 10 days of the beginning of the course, then the course registration deposit will be forfeited by the student.

The last day to receive a refund for dropping a course after the start date is as follows:

| COURSE TYPE | REFUND AFTER DEPOSIT <i>(refund of balance of course tuition paid by the student after non-refundable deposit)</i> |
|---------------------------|--|
| On-site courses | 100% on day 1 75% on day 2 |
| Online courses (12 weeks) | 100% within 1st week 75% within 2nd week 50% within 4th week |

- No further refunds are available after these dates.
- Students must notify the Office of the Registrar if they are withdrawing from a course.
- There will be a full refund for any cancelled courses.

COURSE DESCRIPTIONS

Course offerings and schedules are subject to change without notice, but whenever possible we do endeavour to notify students in advance. Please check the College website at www.carey-edu.ca for up-to-date information on scheduling of courses.

Students are requested to register for a course at least 10 days prior to the beginning of the class.

DMCC 901 Research and Design Methodology for Ministry

This is a required course designed to assist the student in theological reflection and academic thought. Particular attention is paid to the nature of research and various patterns of research procedures. An introduction will be given to the methodologies (qualitative, narrative, critical, and some empirical) which might be utilized during the congregational engagement and the candidacy phase of the program.

DMCE 996 Congregational Engagement

The congregational engagement is a guided study which assists the student to apply learning components to the practical ministry setting. The local congregation along with the student and the Faculty Supervisor will determine how the congregation will participate in the learning module which will be locally based. This will be an action-based research study component through which students organize and reflect on their respective application in the church.

DMCM 921 Guided Studies

A guided study is contracted with a member of the faculty who is willing to supervise the proposed course of study.

DMCO 991/992 Reflecting Theologically in Ministry

These courses are designed so that participants are able to reflect on the actual ministry in which each is engaged. The integration of theology and ministry forms the basis for discussion. Participants sharpen their focus on their specific ministry concerns through interacting with the instructor and the peer group. Ministry experience reports will be presented by each participant.

DMOS 900 Doctoral Orientation Seminar

This orientation to the Doctor of Ministry program gives an overview of its goals, learning theory, critical pedagogy and the demands on personal time, discipline and motivation for the program. It also includes an orientation to the John Allison Library.

DMPP 924 The Pastoral Life

This elective course seeks to enable you to become a more effective pastoral person through exposing you to Biblical norms and other proven models of ministry; by encouraging you to reflect on your previous experiences of caring for others; and by developing personal criteria and goals which will inform and promote your pastoral ministry in the future.

DMPP 931 The Wisdom of 1 Corinthians: Confronting Today's Culture

This course sets out to understand the message of 1 Corinthians with the goal of appropriating its message and applying it to the issues facing the church today. Paul wrote this letter to encourage the church – both then and now – to be purifying leaven by living and speaking the gospel in their culture.

DMPS 900 Doctoral Project Seminar

This is a required course designed to assist the participant through the project design phase of the Doctor of Ministry program. Completing an approved proposal is one of the final steps that moves a participant to Doctor of Ministry Candidacy status and allows the participant to proceed with the implementation and completion of their project. A review of various research paradigms will assist the participant to design their doctoral project whether they use qualitative research (ethnographic), action-reflection or quantitative research. Participants will complete a penultimate draft of the project proposal during the seminar.