



THE UNIVERSITY OF NOTRE DAME AUSTRALIA

Program Code: 4178

PROGRAM REQUIREMENTS:

Graduate Certificate in the Practice of Ministry

GradCertPracMin

Responsible Owner: National Head of the School of Philosophy & Theology
Responsible Office: Faculty of Education and Philosophy & Theology
Contact Officer: National Manager, Enrolments, Fees & Student Administration
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Catholic Institute of Sydney
Australia's Ecclesiastical Faculty for Theology and Ministry



THE UNIVERSITY OF
NOTRE DAME
A U S T R A L I A

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2 AMENDMENTS

Amendments to these requirements will be made in accordance with the General Regulations.

Version	Date Amended	Amendment Details	Approved by
1	October 2021	New program created	NHOS
2	January 2023	Amended from regulations to requirements. Amended campus availability.	NHOS
3	October 2025	Amendment admission requirements	Faculty Board

3 PURPOSE

These Program Requirements set out the approved requirements for the Graduate Certificate in the Practice of Ministry.

4 OVERVIEW

4.1 Campus Availability

The Graduate Certificate in the Practice of Ministry has been approved for delivery on the Catholic Institute of Sydney (CIS) Strathfield Campus.

4.2 Student Availability

The Graduate Certificate in the Practice of Ministry is available for enrolment to domestic students and offshore students.

4.3 Australian Qualifications Framework

The Graduate Certificate in the Practice of Ministry is accredited by the University as an AQF Level 8 qualification.

4.4 Duration

The Volume of Learning for the Graduate Certificate in the Practice of Ministry is 0.5 years of equivalent full-time study. It is designed to be completed part-time over one year of study.

4.5 Maximum Duration

The maximum period of time within which a student is permitted to complete the Graduate Certificate in the Practice of Ministry is 3 years (including any periods of approved leave of absence) from the date on which they were first enrolled into the program by the University.

4.6 Study Mode

The Graduate Certificate in the Practice of Ministry is offered in Internal, External and Multimode Study Mode.

4.7 Professional Accreditation

There are no professional accreditation requirements applicable to this Program.

5 ENTRY REQUIREMENTS

5.1 University Admission Requirements

To be eligible for admission to The University of Notre Dame Australia, all applicants must meet the [University's minimum requirements for admission](#). The requirements for admission are detailed in the University's Policy: *Admissions*.

5.2 Specific Program Requirements for Admission

To be eligible for admission to the Graduate Certificate in the Practice of Ministry applicants must also meet the following specific requirements.

5.2.1 An AQF Level 7, or equivalent, qualification in any field

5.2.2 At least 200 credit points, or equivalent, in the study of theology / related humanities at AQF Level 7 or above (e.g., at least one year of undergraduate studies in theology, or a GradDipTheol, or equivalent, or other studies to the satisfaction of the Academic Dean at CIS)

5.2.3 For students without prior study in the English language, IELTS of 7.0 in all bands.

6 PRACTICUM OR INTERNSHIP REQUIREMENTS

- 6.1** Students in the GradCertPracMin are required to complete the course CISP5260 Supervised Ministry Practicum and Integrity in Ministry.

7 PROGRAM REQUIREMENTS

7.1 Program Description

The Graduate Certificate in the Practice of Ministry is taught over one year. It is an AQF Level 8 qualification taught by the Catholic Institute of Sydney and accredited by The University of Notre Dame Australia. It is designed to provide students with a graduate-level grounding in the Practice of Christian Ministry. The Graduate Certificate in the Practice of Ministry is designed to aid students to apply a body of knowledge to the field of Christian Ministry and to develop ministerial skills in concrete pastoral settings. It is comprised of core studies in Pastoral Care and Ministry alongside a practical ministry placement.

7.2 Program Learning Outcomes

Upon successful completion of the Graduate Certificate in the Practice of Ministry graduates will be able to:

1. Apply a specialized knowledge of the foundations and practice of ministry to varied pastoral situations;
2. Critically analyse, synthesise, and evaluate perspectives and methods pertaining to ministry in complex pastoral situations;
3. Independently, and within teams, exercise critical thought and high-level judgement in pastoral situations in a manner that demonstrates technical ministerial competence;
4. Communicate concepts and knowledge pertaining to ministry, in a succinct, contextualised and doctrinally coherent way, to specialist and non-specialist audiences; and,
5. Adapt their knowledge and skills to act with competence and ethical responsibility in the practice of ministry.

7.3 Required Courses

To be eligible for the award of Graduate Certificate in the Practice of Ministry students must complete a minimum of 100 Units of Credit comprising:

- CISP5110 Introduction to Pastoral Care and Psychology; and,
- CISP5260 Supervised Ministry Practicum and Integrity in Ministry; and,
- 50 units of credit in elective courses.

7.4 Elective Courses

Students choose two electives in the Graduate Certificate in the Practice of Ministry from the courses listed in Appendix B.

7.5 Course Substitutions

Course substitutions, where permitted, must be approved by the Academic Dean of the Catholic Institute of Sydney.

8 DEFINITIONS

For the purpose of these Requirements, the following definitions are available in the General Regulations.

- Leave of Absence
- Major
- Units of Credit
- Pre-requisite Course
- Minor
- Elective
- Co-requisite Course
- Specialisation
- General Elective

9 LIST OF APPENDICES

APPENDIX A: Graduate Certificate in the Practice of Ministry Indicative Structure

YEAR ONE					
Semester One			Semester Two		
Course Code	Course Title	Units of Credit	Course Code	Course Title	Units of Credit
CISP5110	Introduction to Pastoral Care and Psychology	25	CISP5260	Supervised Ministry Practicum and Integrity in Ministry	25
CISPXXXX	Pastoral Elective	25	CISPXXXX	Pastoral Elective	25
Total Units of Credit for Y1 S1		50	Total Units of Credit for Y1 S2		50
Total Units of Credit Year One					100
TOTAL PROGRAM UNITS OF CREDIT: 100					

Appendix B: Electives

Course Code	Course Title	Units of Credit
CISP5230	The Theology and Psychology of Human Suffering	25
CISP5240	Introduction to Pastoral Counselling	25
CISP5300	Pastoral Perspectives on Moral Decision Making	25
CISP5310	Supervised Hospital Chaplaincy Practicum	50
CISP5320	Advanced Pastoral Counselling	25

APPENDIX C: List of Pre-Requisites

Course Code	Course Title	Pre-Requisite
CISP5110	Introduction to Pastoral Care and Psychology	Nil
CISP5230	The Theology and Psychology of Human Suffering	CISP5110 Introduction to Pastoral Care and Psychology
CISP5240	Introduction to Pastoral Counselling	CISP5110 Introduction to Pastoral Care and Psychology
CISP5260	Supervised Ministry Practicum and Integrity in Ministry	CISP5110 Introduction to Pastoral Care and Psychology
CISP5300	Pastoral Perspectives on Moral Decision Making	CISP5110 Introduction to Pastoral Care and Psychology OR CISM5200 Fundamental Moral Theology
CISP5310	Supervised Hospital Chaplaincy Practicum	CISP5260 Supervised Ministry Practicum and Integrity in Ministry
CISP5320	Advanced Pastoral Counselling	CISP5240 Introduction to Pastoral Counselling