



LAIDLAW  
COLLEGE

TE WANANGA AMORANGI

— 2018

Laidlaw  
Graduate  
School  
Student  
Guide



ENCOUNTER

LOVE

EQUIP

LEAD

[laidlaw.ac.nz](http://laidlaw.ac.nz)

# Our Vision

A world shaped by love, compelled and informed by the Gospel.

# Our Mission

To equip students and scholars to renew their communities with a faith as intelligent as it is courageous.

Laidlaw College is an evangelical, interdenominational tertiary institution committed to the provision of theological education throughout the whole of New Zealand. Laidlaw College has campuses in Henderson, Manukau and Christchurch – as well as distance learning options, that together offer students a great deal of flexibility in how they structure their study.

Laidlaw College is registered by the New Zealand Qualifications Authority (NZQA) under provisions of the 1989 Education Act and its amendments and is accredited to teach programmes listed in this handbook, all of which have been approved by the Authority.



# WELCOME

Laidlaw is committed to scholarly discovery, holding all truth to be embedded in the creative love of a communicating God. Sound research enables discovery of the nature of God as revealed in his creative and redemptive acts of self-communication.

This is a task performed together. Fruitful enquiry emerges from communities. Out of shared assumptions and commitments new questions may be asked, debated and contested. Scholarship thus involves engaged enquiry, built out of commitment, as well as appropriate distance.

Located within the School of Theology, the Laidlaw Graduate School (LGS) seeks to nurture and train emerging scholars through strong postgraduate programmes and the building of a strong scholarly community in which students and established scholars work closely together, each gaining from the engagement of ideas.

We invite you to join this community.

## IN THIS HANDBOOK YOU WILL FIND INFORMATION ABOUT:

- Postgraduate Programmes
- Master of Theology Courses Offered in 2018
- Master of Theology Research

## CONTACT DETAILS

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W [www.laidlaw.ac.nz](http://www.laidlaw.ac.nz)  
Henderson Campus  
80 Central Park Drive, Henderson  
Auckland 0610

*NOTE: All reasonable efforts have been made to ensure that the information in this Student Guide is accurate and current. However, Laidlaw College is not liable, and makes no guarantee that this information will not be changed or updated. Accordingly, changes and updates may be made without prior notice. This guide can be downloaded from the Laidlaw website ([www.laidlaw.ac.nz/postgraduate-study](http://www.laidlaw.ac.nz/postgraduate-study)), and the online version will always contain the latest information.*

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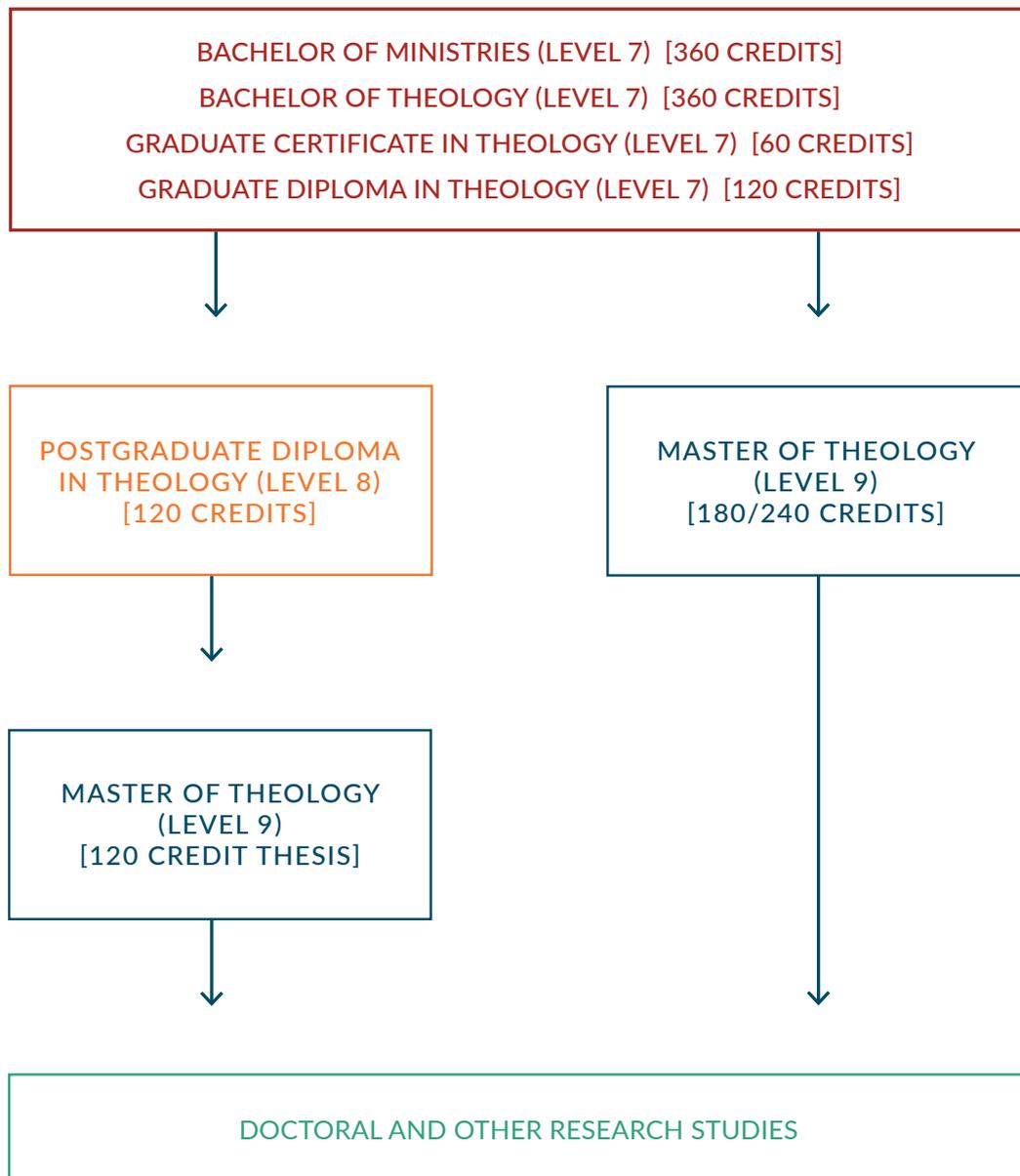
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## GRADUATE PROFILE

Laidlaw College aims to educate and prepare graduates who will transform communities. Postgraduate studies can play a particular role in this. It is at this level that students learn how to find their own voice and to produce engaging and persuasive cases for their insights. The opportunity to focus, conduct research and produce a substantive piece of writing enables a reach and impact quite different from that of undergraduate study. We aspire for our graduates to be effective 'culture agents' for the Gospel. Laidlaw's Masters graduates fulfill this in a variety of ways. Some enter or return to church and mission leadership roles, others go on to doctoral study as preparation for a teaching career. Still others apply their deep faith development and advanced integrative skills to roles in business, community service, education, the arts, sports administration – in fact all vocations can gain from those who can think through issues carefully and articulate them in a profound manner.



## STUDY PATHWAYS



# Postgraduate Diploma in Theology (PGDipTh)

## PROGRAMME SUMMARY

<b>NQF Level</b>	8 – 120 credits
<b>Duration</b>	Full-time for 2 semesters, part-time options available
<b>Places</b>	Open – Selection criteria apply
<b>Campus</b>	Henderson
<b>Tuition Fee</b>	\$6,930 per full-time year of study plus Student Services Fee
<b>Web</b>	<a href="http://www.laidlaw.ac.nz/postgraduate-study">www.laidlaw.ac.nz/postgraduate-study</a>

## CAREER OPPORTUNITIES

- Church Leadership
- Paid employment in areas such as:
  - Associate Pastor
  - Christian writing
  - Church based ministries
  - Cross-cultural ministries
  - Inter-cultural ministries
  - Para-church work
  - Pastoral ministry
- Professional development
- Effective service as a church member
- Personal Christian growth
- Workplace Christians
- Further study at master's and doctoral level

## OUTLINE

The Postgraduate Diploma in Theology (PGDipTh) programme provides an advanced level theological qualification for those who have already completed a recognised Bachelor's level or a Graduate Diploma qualification in Theology. The PGDipTh programme consists of taught courses.

Also, students who successfully complete taught papers in the MTh programme amounting to at least 120 credits, but who do not wish to complete a research project, or who have not achieved the required grade point average (7.0 in 90 credits at Level 8) to allow them to do so will be awarded the PGDipTh.

## ADMISSION REQUIREMENTS

Candidates will be admitted to the Postgraduate Diploma in Theology programme:

- Where the candidate has completed a recognised three-year Bachelor's degree in Theology or Ministry, with a grade point average of 7.0 (B) in courses of the qualifying undergraduate programme at NZQA levels 6 and 7.
- Where the candidate holds a recognised Bachelor's level degree in a discipline other than Theology or Ministry and has completed a bridging programme such as Laidlaw's 120 credit Graduate Diploma in Theology with a grade point average of 7.0 (B) at NZQA level 7.
- In exceptional circumstances, the PGC may allow entry to candidates who hold Laidlaw's 60 credit Graduate Certificate in Theology with a grade point average of 7.0 (B) at NZQA level 7.

# Master of Theology (MTh)

## PROGRAMME SUMMARY

<b>NQF Level</b>	9 – 120, 180 or 240 credits
<b>Duration</b>	Full-time for 2-4 semesters, part-time options available
<b>Places</b>	Open – Selection criteria apply
<b>Campus</b>	Henderson
<b>Tuition Fee</b>	\$6,930 per full-time year of study plus Student Services Fee
<b>Web</b>	<a href="http://www.laidlaw.ac.nz/postgraduate-study">www.laidlaw.ac.nz/postgraduate-study</a>

## OUTLINE

The Master of Theology (MTh) programme provides an advanced level theological qualification for those who have already completed a recognised Bachelor's level qualification in theology and want to upgrade their qualifications in a specific area to extend their understanding of Christian ministries. The MTh combines a programme of taught courses and written thesis or dissertation. The degree provides opportunity for Master's level biblical and theological study related to the fields of Biblical Studies, Christian Thought and History, Mission and Pastoral Studies and Professional Studies.

## ACCELERATED PATHWAYS

Theology graduates may pursue postgraduate study by an accelerated pathway which reduces the credit requirements of the MTh. With careful planning a full-time student may be able to complete the degree within a calendar year! See Admission Requirements and Pathways.

## STRUCTURE

The Master of Theology degree is at least 240 credits except where:

- it builds on a Bachelor's degree with Honours or an equivalent qualification, or significant relevant professional experience, in which case it can be fewer than 240 but no fewer than 120 credits of which no less than 90 must be at NZQA level 9.
- it builds on a three-year Bachelor's degree or an equivalent qualification completed with a Grade Point average of at least 7.0 (B) in level 6 & 7 courses, in which case it can be fewer than 240 but no fewer than 180 credits of which no less than 60 must be at NZQA level 9.

## OBJECTIVES

On completion of the MTh programme, students should be able to:

- evaluate critically a wide spectrum of literature in each of the coursework areas and in the areas of the research undertaken;
- demonstrate mastery of the issues of debate in each of these areas;
- give a fair and informed account of representative points of view in each subject area;
- write a coherent narrative survey which is internally consistent, interacts critically with central issues, and demonstrates ability to form a reasoned opinion;
- utilise sound hermeneutical principles in contextualising biblical theology within the subject areas studied;
- demonstrate advanced skills of research, critical analysis and constructive synthesis, and application so as to make a significant contribution to knowledge in their area of specialisation;
- demonstrate the distinctive contribution of biblical and theological principles to central issues in their subject areas;
- participate in the international academic discussion of their field of study with a competence appropriate to Master's level;
- reflect on the professional, ethical and relational implications of their study for ministry in the modern world; and
- make available to the service of the church appropriate aspects of current scholarship in their field of study.

## ADMISSION REQUIREMENTS AND FLEXIBLE STRUCTURES

Candidates will be admitted to the Master of Theology programme:

### LEVEL 8 ENTRY

MTh degree may be completed with 180 credits:

- Where the candidate has completed a recognized three-year Bachelor's degree in Theology or Ministry, with a grade point average of 7.0 (B) in courses of the qualifying undergraduate programme at NZQA levels 6 and 7.

MTh degree requires 240 credits:

- Where the candidate holds a recognised Bachelor's level degree in a discipline other than Theology or Ministry and has completed a bridging programme such as Laidlaw's 120 credit Graduate Diploma in Theology with a grade point average of 7.0 (B) at NZQA level 7.
- In exceptional circumstances, the PGC may allow entry to candidates who hold Laidlaw's 60 credit Graduate Certificate in Theology with a grade point average of 7.0 (B) at NZQA level 7.

### LEVEL 9 ENTRY

MTh degree may be completed with 120 credits

- Where the candidate has completed a four-year Honours degree in Theology or Ministry with first or second class honours.
- Where the candidate has completed a Laidlaw Postgraduate Diploma in Theology with a grade point average of 7.0 (B).
- Where the candidate has completed a non-Laidlaw Postgraduate Diploma in Theology or equivalent.

# Advanced Research Degrees (MPhil, PhD)

The Master of Philosophy (MPhil) and Doctor of Philosophy (PhD) are advanced research degrees, suitable for preparation to be an academic scholar and teacher. Under a memorandum of agreement with Auckland University of Technology (AUT) graduates of Laidlaw Graduate School may apply to enrol in the AUT MPhil or PhD programme and to undertake research in theology under the supervision or co-supervision of LGS faculty. Such students are subject in all respects to the regulations of AUT and should familiarise themselves with the AUT Calendar available on the AUT website [www.aut.ac.nz](http://www.aut.ac.nz). Students interested in this option should consult the Head of School.

Under another agreement, with the Department of Theology and Religious Studies at University of Otago, students may apply to enrol in the Otago PhD with an endorsement from Laidlaw Graduate School. If accepted by Otago they may then satisfy the Otago residency requirements in Auckland and, with the approval of Otago, receive some of their supervision from LGS.

Further details on advanced research degree options are available on the AUT website [www.aut.ac.nz](http://www.aut.ac.nz) or the Otago website [www.otago.ac.nz](http://www.otago.ac.nz). Students interested in this option should consult the Head of School.



## GENERAL INFORMATION AND REGULATIONS

General Information and regulations governing academic life at Laidlaw College form part of the portfolio of documents that makes up Laidlaw College's Academic Calendar. These regulations can be viewed online at [www.laidlaw.ac.nz/gen-regs](http://www.laidlaw.ac.nz/gen-regs).

We would like to draw your attention to the following general regulations which apply specifically to postgraduate students:

### CROSS CREDITS AND RECOGNITION OF PRIOR LEARNING (RPL)

#### Credit from Another Tertiary Institution: Transfer Credit

As per normal (RPL) regulations in the General Regulations.

#### Approved Study at Another Institution

- A student who is enrolled in a Laidlaw College postgraduate programme and who concurrently enrolls and completes courses at another tertiary institution, which they wish to credit to their Laidlaw College qualification must:
  - Seek from the Head of School or nominee prior approval of the proposed concurrent enrolment and confirmation that the course will satisfy the regulations and requirements for the qualification for which the student is enrolled at this College and that appropriate credit may be granted.

- Apply for credit in accordance with these regulations when the official results are known.
- Where prior approval has not been sought, credit will not normally be granted.

### FLEXIBLE DESIGN, INDIVIDUAL PATHWAYS

With 180 and 240 credit pathways, completed using 60, 90 or 120 credits research options, Laidlaw's MTh can be designed to suit the interests and opportunities of the candidate. The chart below sets out some typical student pathways to completion (assumes full-time).

If doing a Thesis, students begin with Thesis A and progress through B to C to D as applicable. Each part is 30 credits worth of study.

If doing a Dissertation, students complete Dissertation A and B. Each part is 30 credits worth of study.

## TYPICAL MASTER OF THEOLOGY STUDENT PROGRESSION (FULL-TIME)

ENROLMENT PERIOD	180 CREDIT WITH 90 CREDIT THESIS	180 CREDIT WITH 60 CREDIT DISSERTATION	240 CREDIT WITH 120 CREDIT THESIS	240 CREDIT WITH 60 CREDIT DISSERTATION
First semester	2 courses	2 courses	2 courses	2 courses
Second semester	1 course and Thesis B	2 courses	2 courses	2 courses
Third semester	Thesis C & D	Dissertation A & B	Thesis A & B	2 courses
Fourth semester			Thesis C & D	Dissertation A & B

\*1 credit = 10 learning hours

## CONTINUOUS ENROLMENT

It is a graduate school policy that enrolment into the Master of Theology programme must be continuous, requiring enrolment in each subsequent semester after first enrolment. As such, your enrolment status at postgraduate level should always fall into one of these four categories:

- Enrolled
- Deferred (level 8 only)
- Suspended (level 9 only)
- Extended (Thesis D paper only, please see the information below on 'Extensions').

This policy does not include the summer semester.

## DEFERMENTS AND SUSPENSIONS

Should a situation arise in which you cannot maintain your continuous enrolment you should apply for a deferment at level 8 or a suspension at level 9.

### Deferment

- Students enrolled in level 8 taught courses who cannot enrol for the upcoming semester should apply for a deferment using the 'Application for Deferment / Suspension' Form.
- The application should be submitted well in advance of the semester it pertains to.
- The completed form should be submitted to the Head of School: Theology via the School of Theology Administrator.
- A deferment of one semester will be granted.
- Up to two deferments during level 8 studies will be permitted.
- There is no fee associated with this application.

### Suspension

- Students enrolled in level 9 thesis or dissertation courses who cannot enrol for the upcoming semester should apply for a suspension to their studies, using the 'Application for Deferment/ Suspension' Form.
- The application should be submitted well in advance of the semester it pertains to.
- The completed form should be submitted to the Head of School: Theology via the School of Theology Administrator.
- This application should be supported by the research supervisor.
- A suspension may be granted of up to one semester and students may be granted no more than one suspension during their level 9 studies.
- A student will not have access to supervision or library services during the suspension of their studies.
- There is no fee associated with this application.

# MASTER OF THEOLOGY COURSES OFFERED IN 2018

## LIDLAW FIELDS OF STUDY

- 100 Biblical Studies (incl. Languages)
- 200 Christian Thought
- 300 History of Christianity
- 350 Research
- 400 Spirituality
- 500 Pastoral and Contextual Studies
- 600 Cross-Cultural Mission
- 650 Marketplace Studies
- 800 Education
- 900 Counselling

## COURSE NUMBERING AND CREDIT SYSTEM

The Laidlaw course numbering system follows this pattern:

- The first digit indicates the field of study (e.g. 1 = Biblical Studies, 8 = Education, 9 = Counselling).
- The second and third digits further define the level and/or subject area (e.g. 120 = Old Testament).
- The first digit after the decimal point indicates the National Qualifications Framework level.
- The second and third digits after the decimal point indicate the credit value of the course (e.g. 15 = 15 credits, 30 = 30 credits).
- One credit is equivalent to ten hours of learning. A 15 credit course = 150 hours of learning.

## COURSES FOR 2018

Unless otherwise stated, MTh taught courses are held on the Henderson Campus. Please allow approximately six weeks ahead of lecture blocks for pre-course assignment work. Courses are subject to viability requirements and may not be offered pending student enrolments.

For full course details please consult the MTh Summary Document or the website: [www.laidlaw.ac.nz](http://www.laidlaw.ac.nz)

### SEMESTER ONE

#### **R140.830 THE GOSPEL AND ITS PROCLAMATION**

*Dr Mark Keown*

**Block 1: 12-16 March**

**Block 2: 30 April – 4 May**

Our everyday world is an increasingly dynamic mix of faiths, philosophies, cultures and ideologies in both local and global contexts. In such a world, Christians and their communities still have the imperative to share Christ but often struggle with traditional paradigms of the gospel and its effective proclamation. This course goes deeply into New Testament understandings of the gospel and its presentation, providing a basis for sharing the gospel in today's complex situations.

#### **R215.830 THEOLOGIAN IN CONTEXT: T.F. TORRANCE, TRINITY AND CHURCH**

*Dr Kate Dugdale*

**Block 1: 21-23 March**

**Block 2: 9-11 May**

This course is a close study of one major theologian (or a group of closely related theologians), past or present, in the intellectual context of their day. Through the study of selected writings of the theologian and secondary sources, their theological method and commitments will be analysed and their contribution to theology, faith and life. In 2018, the focus of the course is Scottish theologian, T.F. Torrance.

### **R351.830 THEOLOGICAL RESEARCH AND WRITING**

*Dr Greg Liston*

**Block 1: 26 February – 2 March**

**Block 2: 26-29 March**

This course focuses on methodology and practical aspects of advanced theological research. Students will reflect on the theological, ethical and missiological implications of research whilst developing advanced skills and methods which will support a research project. A range of scholars will relate their own research experience and projects and students will engage with a number of contemporary approaches to critical research and writing. Students will develop and hone the skills of theological research and writing by designing and implementing a research project in the field of their interest.

### **R540.830 FOUNDATIONS OF VOCATIONAL THEOLOGY**

*Dr Roshan Allpress (Coordinator)*

**TBA (Fornightly evening seminars)**

This course invites practitioners from a diverse range of vocations to critically reflect on the integration of faith and vocational practice. Engaging with theologically integrative frameworks, approaches and practices students are offered opportunities to reflect on their own vocational practices in relation to God and the world, to address key questions pertinent to their own vocation, and so faithfully enhance their own professional well-being and engagement.

### **R361.830 RESEARCH PAPER**

**Dependent on supervisor availability**

This course offers a student a supervised research essay on an approved topic in an aspect of Theology and/or related discipline.

*Students can apply to the Head of School for enrolment in this course upon the successful completion of R351.830 Theological Research and Writing.*

## **SEMESTER TWO**

### **R128.830 ISSUES IN HEBREW WISDOM**

*Dr Temper Longman III (Westmont College) and Dr Tim Meadowcroft*

**Block 1: 6-10 August**

**Block 2: 10-14 September**

Based primarily on the wisdom texts of Job, Ecclesiastes and Proverbs, this course addresses a range of key issues in connection with the concept of wisdom in the Old Testament and its place in Israelite society. Its distinctiveness and commonality with respect to the Old Testament and the wider ancient Near Eastern context is considered, as well as its relationship to broader themes of creation, covenant, law, and redemptive history. Both the sources of the wisdom tradition, and its connection with later wisdom in the Second Temple period and in the New Testament are also examined.

### **R202.830 GOD'S WORLD: THEOLOGY AND SCIENCE IN CONVERSATION**

*Dr Greg Liston & Dr Graham O'Brien*

**Block 1: 3-4 August**

**Block 2: 17-21 September**

Science and religion are often portrayed as being locked in a centuries old battle with each other. If God is the Lord of the heavens and the earth and all that's in it, then nothing should be further from the truth. This course is conversation between theology and science, with topics including: creation and cosmology; evolution; being human; the nature of science and theology interaction; and the ethical implications for theological and scientific beliefs in dialogue.

### **R304.830 ENTREPRENEURS, EVANGELICALS, AND PHILANTHROPISTS: THE GOSPEL AND SOCIAL REFORM**

*Dr Roshan Allpress*

**Directed reading with tutorials**

What does it mean to say that the Gospel transforms societies and cultures, as well as people? How have Christians engaged in reform in the past? This tutorial-based course covers the history of Evangelicalism in the British world during the eighteenth and early nineteenth centuries, looking at how commercial, religious and reform networks interacted.

## R541.830 TOPICS IN VOCATIONAL THEOLOGY

*Dr Roshan Allpress (Coordinator)*

TBA (Fornightly evening seminars)

This course extends foundational work in vocational theology through engagement with practitioners, theologians and key case studies relating to the professional workplace and local and global contexts of wider everyday life.

## R361.830 RESEARCH PAPER

**Dependent on supervisor availability**

This course offers a student a supervised research essay on an approved topic in an aspect of Theology and/or related discipline.

*Students can apply to the Head of School for enrolment in this course upon the successful completion of R351.830 Theological Research and Writing.*

## SUMMER SEMESTER 2018-2019

### R402.830 CHRISTIAN SPIRITUALITY AND WELLBEING

*Dr Stephen Garner*

**Block: 14-18 Jan 2019**

Christian spirituality reflects the everyday integration of beliefs, values and practices in relation to the person and work of Jesus Christ. This course critically examines the relationship between Christian spirituality and wellbeing – personal and communal. Topics covered include Christian spirituality in relation to food and hospitality, sport and recreation, the marketplace, health and medicine, and sexuality.

## MASTER OF THEOLOGY RESEARCH

### Pre-requisites

To progress to research at Level 9 in the MTh, a student must have achieved a grade point average in Level 8 taught papers of 7.0 (B), excluding the lowest mark achieved (in the case of the dissertation).

### RESEARCH PROJECT (LEVEL 9)

#### R381.930, R382.930 Dissertation

The dissertation is assessed as Level 9 on the National Qualifications Framework, and is normally undertaken in the final part of a student's MTh candidature.

#### Dissertation (60 credits, 20,000 words)

A dissertation must be the student's own work, and demonstrate mastery of a conceptual understanding of the area or topic discussed which is commensurate with Master's level study. In moving beyond the range of skills appropriate to superior undergraduate degree candidates, the candidate must demonstrate evidence of reading across viewpoints and the ability to report different views with critical academic integrity. They must also demonstrate the ability to take a point of view and sustain it with evidence, and show evidence of analytical skill and ability to assess critically existing scholarly literature.

#### R383.930, R384.930, R385.930, R386.930 Thesis

The thesis is assessed as Level 9 on the National Qualifications Framework, and is normally undertaken in the final part of a student's MTh candidature.

#### Thesis (90 credits, 30,000 words) (120 credits, 40,000 words)

Insightful, accurate research lies at the heart of postgraduate study. A thesis submitted for the Master of Theology degree must be a work of literary quality. The style must represent a good standard of prose, as used in published academic theological works. A thesis should demonstrate advanced research skills and

critical interaction with existing academic publications in the topic area at a level in advance of that required in other research papers. The work need not present original findings, but it must demonstrate independent research and show a full understanding of the complexity of debate surrounding the topic and be a significant contribution to evaluating the strengths and weaknesses of the existing approaches.

All research must be of acceptable literary style, conform to the requirement for use of non-discriminatory language and contain acknowledgement of all sources and materials quoted.

Theses and dissertations must not incorporate any material previously submitted by the candidate for any other degree or similar award.

### **Language Requirements**

Students will be required to demonstrate competence in any languages which are required for their research focus. Students wishing to undertake a dissertation or thesis in biblical studies must demonstrate an intermediate level competency in relevant biblical language(s). Where there is uncertainty as to whether language competency is required, the matter should be referred to the Head of School for a decision with a recommendation from the Supervisor. Depending on the nature of their research, some students may be required to purchase biblical studies software. Students should consult with their supervisor if unsure. Laidlaw has an agreement with Logos that can provide substantial discounts to qualifying students.

### **Ethics Approval**

All staff and students of Laidlaw College undertaking research that involves human participation are required to ensure that their research complies with the highest ethical standards. This includes research that may be undertaken within a taught course. To this end approval of any research that involves human participants must be submitted to the Laidlaw Ethics Committee for approval. Ethics Committee approval must be granted before

any such research commences. Undergraduate research involving human participation will only be approved in exceptional circumstances.

Where research investigations involve human subject research, the candidate must present a written application to the Ethics Committee for approval before being permitted to proceed with the project. The Ethics Committee's concern will be to ensure that human rights issues are properly addressed, that informed consent has been obtained, and that all the necessary documentation to support this is in place. It is the responsibility of both the supervisor and the researcher to be aware that certain research may need Ethics Committee approval. All documentary evidence required from the researcher must be in place, and the approval of the ethics committee obtained, before investigative procedures involving human subjects and the resultant gathering and storage of information may begin.

### ***Human Research Ethics Protocol***

The ethics protocol is in four sections:

- Section 1: a statement of policy on research and teaching activities that involve human participants.
- Section 2: an application coversheet, which records the researcher's contact details, the details of the supervisor and the title of the research project.
- Section 3: a checklist of yes/no responses that identifies key issues.
- Section 4: the proforma which provides the Ethics Committee with more detail about the project and particularly the interaction with research subjects.

### ***Statement of Principles and Policies on Human Research Ethics***

All staff and students undertaking research or teaching that involves live human participants are required to ensure that their research and teaching comply with the highest ethical standards. To this end approval of any teaching or research that involves live human participants must be submitted to the Ethics Committee. Where a participant is a public

figure speaking ex officio Ethics Committee approval is not required. Ethics Committee approval must be granted before any research or teaching involving human participants commences.

Applicants for Ethics Committee approval for research involving the participation of human subjects should complete the required forms and submit them to the chair of the Ethics Committee through the Graduate School. Final approval of any proposal is subject to an Ethics Committee recommendation.

The Ethics Committee will consist of at least five members drawn from the academic staff with relevant research experience, including a minimum of one external member.

Any teaching and research proposals that require ethical approval must evidence:

- research or teaching merit;
- participants' informed consent which is given free from any form of coercion;
- respect for participants' rights of privacy and confidentiality;
- minimisation of the risk of harm to participants;
- special care for vulnerable participants;
- limitation of, and justification for, any use of methods involving lack of full disclosure such as 'blind' groups, 'double blind' groups, or control groups;
- appropriately qualified supervision;
- avoidance of any conflict of interest;
- respect for societies and cultures of participants;
- freedom to publish the results of research, while maintaining the anonymity of individuals;
- compliance with other standards where appropriate;
- appropriateness of remuneration where applicable.

For guidance on these issues and for an Ethics Protocol form, contact the Graduate School.

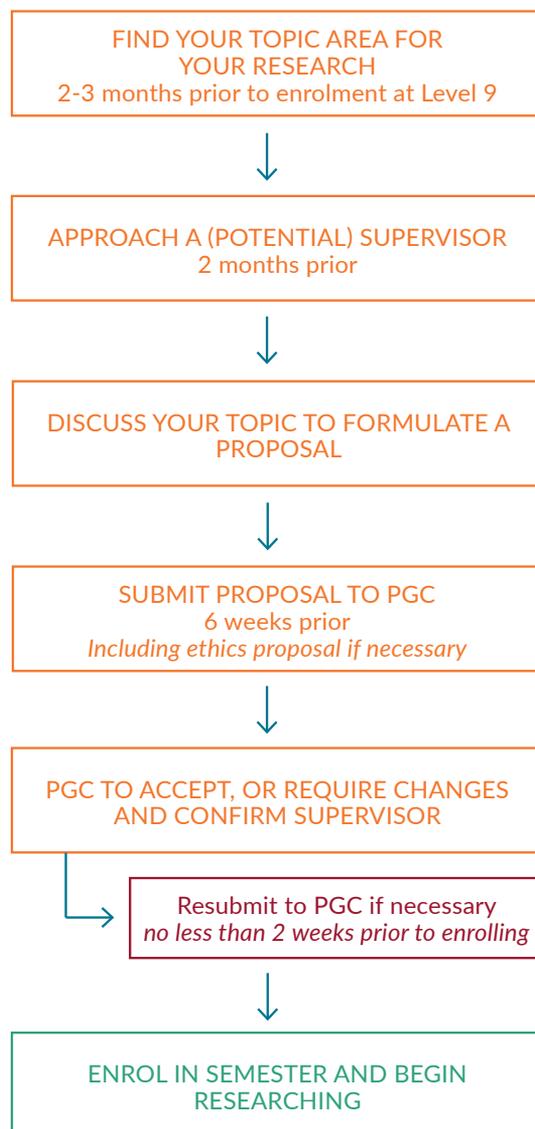
## Preparing a Proposal

The preparation of a research proposal will take place in consultation with a proposed supervisor or supervisors. Students should complete the research proposal proforma for submission to the Postgraduate Committee.

Your proposal should be presented to the Postgraduate Committee at least two months prior to the beginning of the semester start date in which you will begin your thesis course(s).

For more information on the proposal process, or to submit your proposal, please contact [lgs@laidlaw.ac.nz](mailto:lgs@laidlaw.ac.nz).

## Level 9 Research Timeline



In any given year, students should submit proposals in the first week in December for enrolment the following February; the first week in June for enrolment in July; or the end of October for enrolment in the Summer Semester.

Where applicable, students should consult the Ethics Protocol for approval for Human Subject Research located in the General Information and Regulations section of the Academic Calendar of Laidlaw College – [www.laidlaw.ac.nz/gen-regs](http://www.laidlaw.ac.nz/gen-regs).

## **Supervision**

### ***Appointment of Supervisors***

The Postgraduate Committee, in consultation with the candidate, will appoint a supervisor for each research student studying at LGS. Any choice of supervisor initiated by the candidate is, up to that point, provisional upon the approval of the Postgraduate Committee. Students shall discuss their study with their supervisor on a regular, defined schedule.

### ***Supervision Contract***

An explanation of both the duties of students and the duties of supervisors is available from the LGS office. Based on their discussion of these standard expectations, the student and supervisor(s) should draw up a written understanding of how the supervision of the thesis will operate, once a proposal has been accepted by the Postgraduate Committee. A proforma supervision contract is available from the School Coordinator.

### ***Research Progress Reports***

Interim Progress Reports are to be completed twice per year by all MTh research candidates and by all supervisors, to monitor progress. For full and part-time students, reports are due by 31 May and 30 September for each semester of enrolment in the thesis or dissertation.

### ***Duties of Laidlaw Graduate School***

Students have the right to be well-informed about the LGS examination procedure, the research profile of the supervisor, the presentation requirements of LGS, and any facilities and services to which they are entitled. Problems arising from supervision and disputes

which cannot be satisfactorily resolved should be referred to the Postgraduate Committee through the Head of School for a review.

## **Writing your Thesis/Dissertation**

All students must use a recognised academic style for footnoting and bibliographic formatting. The required referencing style is Turabian, although in the case of interdisciplinary research another referencing style can be authorised by the Postgraduate Committee during the proposal submission stage. Students should consult the Laidlaw College 'Guidelines for Written Assignments' available on Moodle.

## **Plagiarism**

It should be noted that plagiarism at level 8 and 9 is considered a serious academic transgression and is not acceptable in any form. Significant plagiarism will be regarded as a disciplinary matter and will result in the failure of the course. Please also refer to the General Regulations Document for a full outline of plagiarism regulations.

## **Submission**

### ***Thesis***

The thesis is to be in A4 format, in 11 or 12 point type script, in at least one and a half line spacing with a left hand margin of at least 30 mm in width, and left justified only. Two copies of the completed thesis are to be spiral bound and submitted to the School Coordinator for transmission to the examiners. The spiral binding allows for any emendations the examiners deem necessary to be carried out before the final binding and lettering is completed. Each thesis copy must be accompanied by a cover sheet not bound in. These are available from the School Coordinator and need to be signed by the student and supervisor. The thesis must be submitted on Moodle to be checked for plagiarism and as a record of the date of submission.

The copies must have the title, author's name, the institution (Laidlaw Graduate School), year of submission and the award on the front cover. The first page should state the title, author's name, institution (Laidlaw Graduate School), the year and the wording, 'A thesis submitted

in partial fulfilment of the requirements of the MTh.’ There should also be a disclaimer of plagiarism, ‘No other source has been used for this thesis except where due acknowledgement has been made in the text.’

Each copy of the thesis must include an abstract, not exceeding 500 words, in a form suitable for separate publication and included as the first page after the table of contents.

### Dissertation

Dissertations should be in A4 format, printed on one side of the page only, in 11 or 12 point type script, in at least one and a half line spacing with a left hand margin of at least 30 mm in width, and left justified only. Two copies are to be spiral bound and delivered to the School Coordinator for transmission to the examiners. Each dissertation copy must be accompanied by a cover sheet not bound in. These are available from the School Coordinator and need to be signed by the student and supervisor. The dissertation must be submitted on Moodle to be checked for plagiarism and as a record of the date of submission.

The copies must have the title, author’s name, the institution (Laidlaw Graduate School), year of submission and award on the front cover. The first page should repeat the title, author’s name, institution (Laidlaw Graduate School), the year and the wording, ‘A dissertation submitted in partial fulfilment of the requirements of the MTh.’ There should also be a disclaimer of plagiarism, ‘No other source has been used for this dissertation except where due acknowledgement has been made in the text.’ Dissertations should contain a synopsis of about 300 words.

For information on extensions for assignments during taught MTh courses, see the General Information and Regulations section of the Academic Calendar – [www.laidlaw.ac.nz/gen-regs](http://www.laidlaw.ac.nz/gen-regs).

### Extension to Thesis or Dissertation

For students who have come to the end of their enrolment in the Thesis or Dissertation, but have not yet completed their research to a suitable state for submission, one extension of one further semester can be applied for.

An application must be received prior to the original due date of the research project. If an extension application is not received and the paper is not submitted by the due date, the enrolment will be considered to have lapsed and the student will be awarded a grade of “Did Not Complete” (DNC).

- A maximum of one extension per thesis/ dissertation will be granted.
- Extensions will only be considered for those enrolled in the final portion of their thesis or dissertation.
- The student should use the Application for Extension to Thesis/Dissertation Form.
- This application must be supported in writing by the research supervisor.
- Conditions may be placed on the extension, such as meeting milestones.
- The form should be submitted for consideration to the Head of School: Theology, via the School of Theology Administrator. There is a cost of \$800 to apply for extended status.

### Submission Dates

PROGRAMME	DEGREE POINTS	DATE OF INITIAL ENROLMENT	TIME TO COMPLETE DEGREE		DUE DATE FOR SUBMISSION FOR RESEARCH
			Full-time*	Part-time*	
MTh	180	19 Feb 2018	3 semesters	6 semesters	1 Aug/28 Feb
MTh	180	16 Jul 2018	3 semesters	6 semesters	28Feb/1 Aug

\*Refers to standard, continuous enrolment. Does not include extensions, deferrals, or suspensions.

## Examination

The MTh thesis and dissertation will be examined by two appropriately qualified examiners, one of whom must be external to Laidlaw, appointed by the Postgraduate Committee (PGC). Examiners who wish their names to remain confidential should notify the Registrar at the time of appointment. Examinations typically take two to three months.

Research submitted for the MTh will be evaluated according to the Laidlaw College grading system (see the General Information and Regulations section of the Academic Calendar) based on the following criteria:

(1) Literary style and presentation: skilful use of prose; coherence; clarity; academic bibliographic and footnoting format.

(2) Advanced independent research skills: breadth of reading across a variety of viewpoints; accurate representation of scholarly discussion; appreciation of complexity of debate; historical awareness in use of sources.

(3) Critical evaluation: analysis and synthesis of strengths and weaknesses of existing approaches; ability to sustain a point of view with evidence; critical interaction with international scholarly debate; well-supported conclusions.

(4) Integration of biblical and theological principles with central issues in the subject area, utilising sound hermeneutical principles.

(5) Awareness of contribution of the area of research to the wider academic, ecclesial, missional or social environment; awareness of the professional, ethical and relational implications of their study for ministry.

(6) For theses, overall depth of engagement with topic; ability to marshal and interpret a substantial body of evidence. The examiners are required to report recommending that:

(a) the thesis be passed with an assigned letter grade;

(b) the thesis be passed with an assigned letter grade provided the minor amendments in the examiners' reports are completed to the satisfaction of the student's supervisor;

(c) the thesis not be passed, but opportunity be given for the thesis to be rewritten and resubmitted for examination; or

(d) the thesis not be passed, with no opportunity for resubmission.

The PGC will award a grade based on the recommendation of examiners. The PGC may invite a supervisor's comment or engage a moderator or third examiner in the process.

The degree will not be awarded without a final copy of the research, corrected in accordance with the submission requirements above, being presented to the Head of School for inclusion in the Deane Memorial Library of Laidlaw College. In the case of a thesis, a hard bound copy is required. It must have the title, author's name, the institution (Laidlaw Graduate School), year of submission and award in gold-blocked lettering on the front cover and the same on the spine (with abbreviated title). In the case of a dissertation a spiral bound copy is required. Final copies may be double-sided.

In addition an electronic copy should also be submitted to the Deane Memorial Library by email or CD, accompanied by a Consent Form, available from the School Coordinator.

### Extension for Resubmission

An extension of one semester will be granted in cases where a thesis or dissertation has been examined and has not been passed, but given the opportunity to be rewritten and submitted for examination. The fee incurred for such an extension will be the equivalent of a normal semester's extension of \$800.

## Merit and Distinction

The MTh may be awarded with Merit where a grade point average of 7.5 (B+) is achieved; with Distinction if a grade point average of 8.0 (A-) or greater is achieved. In cases of a narrow margin, the grade of the thesis or dissertation will be considered the determinant.

## Graduation

Students should consult the Laidlaw website [www.laidlaw.ac.nz](http://www.laidlaw.ac.nz) for information on graduation.

## POSTGRADUATE STUDY SUPPORT

Students commence postgraduate study with the goal of completing. Laidlaw's postgraduate programmes are adapted to part-time study and many find this is the only viable option. However this can mean a long arduous journey to completion. Laidlaw is therefore committed to facilitating full-time and accelerated study. The Summer Semester allows students to advance their study research goals, potentially completing 240 credits in less than two full years.

### Laidlaw Library

Welcome to the Laidlaw Library:  
[www.laidlaw.ac.nz/library](http://www.laidlaw.ac.nz/library)

Students are encouraged to make the Library homepage their first port of call. There is a wealth of information on the homepage, including links to resources via 'One Stop Search' and 'Live Chat.' Online answers to questions are provided via 'Live Chat' during library opening hours. Students chat from around the country finding this a great way to get instant answers to burning questions.

In addition to the homepage, there is a library brochure specifically designed for postgraduate students. Other libraries and archives of interest are listed in the brochure.

Tailor-made services for postgraduate students are provided. When a Block Course is being taught, specific books are placed on Desk Copy and Short Loan if material is in high demand.

Up to 30 books can be borrowed at a time with a 90-day loan period. However, books can be recalled for another borrower after two weeks and are then required to be returned within three days. The library can also request items on interloan from other libraries in order to keep students fully resourced. The Library subsidises interloans so the cost is only \$5 per item.

LGS students may arrange access to the Ayson Clifford Library of Carey Baptist College ([www.carey.ac.nz](http://www.carey.ac.nz)) and to the Colin Library of Good Shepherd College ([www.gsc.ac.nz](http://www.gsc.ac.nz)).

**Postgraduate rooms:** two rooms in the Library are set aside for postgraduate students. Please see Library staff to check on available spaces.

### Postgraduate Student Support

Each year a postgraduate student representative is elected. This person is available to assist postgraduate students with student life issues.

### The Blaiklock Centre

All full time research students may apply to the Head of School for study space in the Blaiklock Centre. The purpose of this space is to create a community of support and discovery for postgraduate students writing their theses. Please contact the School Coordinator with respect to study space.

### Air Travel Assistance

Laidlaw Graduate School will assist with funding for air travel to MTh block courses for students who must travel a considerable distance from other parts of New Zealand to Auckland. Students must notify the School Coordinator in advance of their intention to apply for travel assistance, and have paid their course fees in full before applying. On presentation of air tickets as evidence of payment, students may be reimbursed for return tickets for a maximum of four taught courses. Each return trip will be reimbursed at no more than \$120 for travel from the South Island and no more than \$100 for travel from the Wellington region. Applicants should apply to the School Coordinator.

## Completion Awards

Laidlaw offers completion awards to support full-time research study and to recognise student success. Awards of \$1,500 will be granted on the successful completion of a 90 or 120 credit thesis or dissertation within one calendar year of enrolment in the thesis or dissertation.

Funds will be paid out to successful applicants on receipt of an invoice made out to LGS, accompanied by this application, and delivered to the LGS Administrator within one month of final results.

## SCHOLARSHIPS

### Farmer Fund Postgraduate Scholarship

**Amount:** 100% tuition fees (excludes student services fee)

**Eligibility:** Any student engaged in full-time research through Laidlaw College in conjunction with the Laidlaw College MTh, AUT MPhil, AUT PhD, or ACT postgraduate programmes<sup>1</sup>

With the generous assistance of the Farmer Fund, Laidlaw College offers up to six annual tuition scholarships to students researching in an area of applied or practical theology. This could include an interdisciplinary project engaging with theology and one or more other disciplines such as education or counselling, or could be an application of theology to a particular sphere of life. A central requirement of these scholarships is the expectation that a practical report or professional resource will be produced alongside the thesis or dissertation itself for the benefit of the church and/or wider community in Aotearoa New Zealand.

Research projects within the Laidlaw College MTheol, AUT MPhil, AUT PhD or ACT postgraduate research programmes may be eligible. Securing the support of an approved Laidlaw College research supervisor for the project is a requirement of the scholarship. Students within research programmes spanning multiple years of full-time study, such as PhD or DMin programmes, may apply annually for subsequent tuition funding.

Scholarships will be awarded on the basis of academic and leadership potential and project suitability. Laidlaw College reserves the right not to award any scholarship in any given application round.

Please complete the online application form ([www.laidlaw.ac.nz/scholarships](http://www.laidlaw.ac.nz/scholarships)), and attach the following:

1. Evidence of eligibility, including institution, programme of study, and supervisor(s) name(s)
2. a full academic transcript
3. a research plan
4. the names of two referees (one of which must be an academic referee).

<sup>1</sup> ACT postgraduate programmes (MA, DMin or PhD) are offered under the accreditation of The Australian College of Theology, not the New Zealand Qualifications Authority (NZQA), and as such are not eligible for student loans.

### Matt Alexander Postgraduate Scholarship (Maori)

**Amount:** \$5,000 per semester plus 100% of tuition fees (excludes student services fee)

**Eligibility:** Any Maori student entering their thesis research year within the MTh programme

With the generous assistance of the Longview trust, Laidlaw offers one Master of Theology Scholarship to a Maori student each year. Each Scholarship is worth \$10,000 per year, to which Laidlaw will add a full fees scholarship.

The priority will be students entering the thesis research year. In such cases the scholarship will be for a period of one year (two semesters). In exceptional cases up to three semesters of full-time study (including coursework) may be approved – i.e. \$15000 plus tuition fees).

1. Applicants will be theology or ministry graduates, engaged in or qualified to enter Laidlaw's Master of Theology programme. The scholarships will be for full-time study at Laidlaw for a thesis-based Master of Theology degree.

2. Scholarships will be awarded on the basis of academic and leadership potential. Laidlaw reserves the right not to award either or any scholarship in any given round.

Please complete the online application form ([www.laidlaw.ac.nz/scholarships](http://www.laidlaw.ac.nz/scholarships)), and attach the following:

1. evidence of eligibility
2. a full academic transcript
3. a study plan
4. the names of two referees.

Successful applicants will meet with members of the Longview Trust to discuss their plans and study.

### **Matt Alexander Postgraduate Scholarship (Pasifika)**

**Amount:** \$5,000 per semester plus 100% of tuition fees (excludes student services fee)

**Eligibility:** Any Pasifika student entering their thesis research year within the MTh programme

With the generous assistance of the Longview trust, Laidlaw offers one Master of Theology Scholarship to one Pasifika student each year. Each Scholarship is worth \$10,000 per year, to which Laidlaw will add a full fees scholarship.

The priority will be students entering the thesis research year. In such cases the scholarship will be for a period of one year (two semesters). In exceptional cases up to three semesters of full-time study (including coursework) may be approved – ie \$15,000 plus fees).

1. Applicants will be theology or ministry graduates, engaged in or qualified to enter Laidlaw's Master of Theology programme. The scholarships will be for full-time study at Laidlaw for a thesis-based Master of Theology degree.
2. Scholarships will be awarded on the basis of academic and leadership potential. Laidlaw reserves the right not to award either or any scholarship in any given round.

Please complete the online application form ([www.laidlaw.ac.nz/scholarships](http://www.laidlaw.ac.nz/scholarships)), and attach the following:

1. evidence of eligibility
2. a full academic transcript
3. a study plan
4. the names of two referees.

Successful applicants will meet with members of the Longview Trust to discuss their plans and study.



# Key Dates 2017

## Semester One 2018

8 Dec 2017	Early Applications Close
18 Dec 2017	International Applications Close
28 Jan 2018	Counselling and Teaching Applications Close
2 Feb 2018	Theology Applications Close
12 Feb 2018	Online Orientation begins
13 Feb 2018	Orientation (Manukau)
14-15 Feb 2018	Orientation (Henderson & Christchurch)
19 Feb 2018	Lectures begin
19-23 Mar 2018	Intensives Week
23 Mar 2018	Graduation Ceremony (Christchurch)
30 Mar 2018	Good Friday
2 Apr 2018	Easter Monday
3 Apr 2018	Easter Tuesday
16-27 Apr 2018	Mid Term Break
25 Apr 2018	ANZAC Day
28 Apr 2018	Graduation Ceremony (Auckland)
4 Jun 2018	Queen's Birthday
8 Jun 2018	Lectures End
11-22 Jun 2018	Study Break/Exams
22 Jun 2018	Semester One ends

## Summer Semester 2018-2019\*

19 Oct 2018	Summer School Early Application Closing Date
2 Nov 2018	All Summer School Applications Close
Nov 2018	Enrolment & Orientation
26 Nov 2018	Summer Semester begins

## Semester Two 2018

21 May 2018	Semester Two International Applications Close
1 Jun 2018	Semester Two Early Applications Close
22 Jun 2018	Counselling and Teaching Applications Close
29 Jun 2018	Theology Applications Close
9 Jul 2018	Online Orientation begins
10 Jul 2018	Orientation (Manukau)
11-12 Jul 2018	Orientation (Henderson & Christchurch)
16 Jul 2018	Lectures begin
20-24 Aug 2018	Intensives Week
1-12 Oct 2018	Mid-Term Break
22 Oct 2018	Labour Day
29 Oct 2018	Lectures End
30 Oct – 16 Nov 2018	Study Break/Exams
16 Nov 2018	Canterbury Anniversary (Christchurch)
16 Nov 2018	Semester Two ends

24 Dec 2018 – 4 Jan 2019	Christmas Break Laidlaw closed
7 Dec 2018	2019 Domestic Early Bird Applications close
17 Dec 2018	2019 International Applications close
28 Jan 2019	Auckland Anniversary
15 Feb 2019	Summer Semester ends



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# LIDLAW COLLEGE

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