

**The Diploma in Youth Ministry** is designed for leaders of youth who wish to deepen and broaden their skills for ministry with young people. The Diploma offers training for ministry with youth in settings such as local congregations, camps, retreat centres, or within wider Church bodies (e.g. Synods).

The Diploma program combines required and elective units of study with practical experience in the leadership of youth. Learning sites include the Halifax campus of Atlantic School of Theology, as well as several distance locations throughout Atlantic Canada. Learning in other locations may be eligible for transfer. Some units are available via online study.

Diploma participants may apply at any time of year, and may commence study at the beginning of any Learning Unit. Participants may take up to 5 years to complete the 12 units. Bursary assistance is available.

### **Goals of the Diploma in Youth Ministry**

- 1) To provide timely, effective, faith-based training for leaders of youth in the Atlantic region and beyond
- 2) To build skills and confidence among leaders of youth
- 3) To provide a network of learning and support for leaders of youth
- 4) To provide leaders of youth with a Diploma-level credential from an accredited University
- 5) To respond effectively to the expressed needs of the Church for the training of youth ministers

### **Program Design**

The Diploma consists of 12 Learning Units. (Please note that these Learning Units are not offered at the graduate level.)

There are **four required units**:

- 1) Introduction to Youth Ministry
- 2) Introduction to the Bible (either Hebrew Bible or New Testament, or both)
- 3) Introduction to Christian Theology
- 4) Introduction to Pastoral Ministry

**Six elective units** are taken from a variety of areas related to ministry with young people. These units may be offered by AST, or by other programs, centres, or groups.

**Two units are comprised of practical leadership experiences (practica).** These practica are individually designed with the Diploma Director, and each concludes with reflective project reports. Each practicum unit involves a minimum of 20 hours of direct leadership of youth.

*Please check our web site for a list of upcoming units offered at AST, as well as third-party conferences and programs that can be counted as electives toward the Diploma.*

## Fees

Application fee: \$25.00 (payable at time of application; non-refundable)

Learning Units: Tuition varies from \$275.00 to \$420.00, depending on location and method of course delivery. Cancelled registrations will only be refunded if notice is received by AST 30 days prior to the start of the Learning Unit.

Graduation fee: \$25.00 (payable in final year of study)

Transfer fee: \$50.00 per unit (to recognize learning from other programs, institutions, and events, as applicable). This fee is non-refundable.

## Application Information

### Admission Requirements

The Diploma in Youth Ministry may be taken concurrently with, before, or after a degree or certificate program in any field. Completion of a high school diploma or equivalent is required.

To be admitted into the Diploma in Youth Ministry program, applicants must send the following information by mail:

- A completed application form.
- A brief letter outlining their interests and intentions in pursuing this diploma program. This letter should include where the applicant plans or hopes to undertake the two practicum units.
- An official transcript of a high school diploma or equivalent, or degree transcript(s).
- A letter of recommendation from their priest, minister, pastor, or other church official (bishop, personnel officer, etc.), sent directly to AST.
- A second letter of recommendation from someone familiar with the applicant's suitability for ministry with youth, sent directly to AST.
- \* Level 2 Police Records Check, including Vulnerable Sector check
- \* Child Abuse Registry check (you must submit the original, not a copy) if you are resident in Nova Scotia, Ontario, or Manitoba.
  - o For N.S. residents, download the "Individuals" form from the Government of Nova Scotia website:  
<http://www.gov.ns.ca/coms/families/abuse/ChildAbuseRegister.html>  
Complete and mail your completed form as indicated.
- As an alternative to the two 'check' documents, Anglicans from the Diocese of NS & PEI may submit a copy of their current Care 2 Screen badge. *This authorizes AST to verify the documents with the Anglican Synod Office.*
- A \$25.00 application fee (non-refundable).

*\*Please note that these 'Check' documents must be provided within six months prior to your first practicum unit. If you do not plan to begin a practicum in the next six months, you may provide these documents at a later date.*

Applications are accepted year-round. (Note: applications should be submitted at least 30 days before the applicant's intended start date.)

Admission decisions are made as soon as possible after all application materials are received by AST.

## **Exemptions and Transfers**

**Exemptions** – Those who have studied one or more of the subject areas covered by the required Learning Units at an equivalent or greater level of study may receive advanced placement in the Diploma program.

*Example:* if a participant has taken a university or college course in Bible, she or he may be exempted from the "Introduction to the Bible" and may take a 7<sup>th</sup> elective instead.

**Transfers** – Equivalent learning within other programs, centres, and events will be considered on a case-by-case basis for transfer as an elective Learning Unit.

*Example:* if a participant has taken a workshop, course, or program on youth ministry offered by a denominational body, she or he would be eligible to transfer that prior learning/training and count it as one of her or his electives for the Diploma in Youth Ministry.

Note: Up to six units may be transferred, but may not have been completed more than two years prior to admission to the AST Diploma in Youth Ministry program. Where possible, transfers should be submitted in advance to AST for approval. Practicum units are not eligible for transfer.

To request an exemption or transfer, please complete the appropriate form on our website.

## **Financial Assistance**

Diploma participants should first approach their parish, congregation, conference, synod, diocese, or other Church body to request financial assistance.

A small fund is available through AST to provide bursaries, on the basis of financial need, to those enrolled in the Diploma Program. The application form is available on our web site.



## Diploma Program Application Form

Name: \_\_\_\_\_  
Surname Given Name(s)

Intended Start Date: \_\_\_\_\_

Complete Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Numbers: \_\_\_\_\_

\_\_\_\_\_

Email address: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

I am: Male [ ] Female [ ]

I confirm that I am fluent in spoken and written English: yes [ ] no [ ]

Citizenship: \_\_\_\_\_

Immigration status (if applicable): \_\_\_\_\_

Date of Entry to Canada (if applicable): \_\_\_\_\_

Canadian Social Insurance Number (if available): \_\_\_\_\_

Religious affiliation: \_\_\_\_\_

Parish/congregation: \_\_\_\_\_

Past Education [list institution(s), program(s) and year(s) of graduation]:

\_\_\_\_\_

\_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date of Application: \_\_\_\_\_



## Application checklist

- [ ] Completed application form.
- [ ] Letter outlining your interests and intentions in pursuing this Diploma program. This letter should include where you plan or hope to undertake the two practicum units.
- [ ] Transcript of high school diploma or equivalent, or degree transcript(s), sent directly to AST.
- [ ] Letter of recommendation from your priest, minister, pastor, or other church official (bishop, personnel officer, etc.), sent directly to AST.
- [ ] Letter of recommendation from someone familiar with your suitability for ministry with youth, sent directly to AST.
- [ ] Level 2 Police Records Check (including Vulnerable Sector check) & Child Abuse Registry check *[may be provided later if not planning to begin a practicum in the next six months]* OR
  - [ ] for Anglicans in the Diocese of NS & PEI, a copy of your current Care 2 Screen badge.
- [ ] \$25.00 Application Fee (non-refundable) payable to Atlantic School of Theology

Please forward all completed application materials to:

**Diploma in Youth Ministry Admissions  
Atlantic School of Theology  
660 Francklyn Street  
Halifax, NS B3H 3B5**