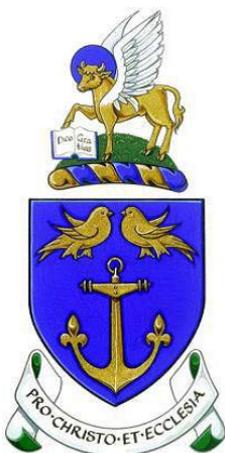


Montreal Diocesan Theological College Student Handbook



August 2017

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Welcome to Dio!

Welcome to Montreal and welcome to Dio! We are glad you are here, and we thank God that you have come to study with us. Just as God has called you to serve, we, the faculty and staff of Dio are also called to serve God in this place, and we do that by making your time here with us as productive and meaningful as possible. This booklet has been put together for no other reason other than to do that, and if there are any other questions and concerns that are not found in this booklet, please bring them, along with any suggestions to us. We are here to help.

College Prayer

O God, you have called us together in this Diocesan College to a life of study, prayer and ministry.
Grant that your Holy Spirit may work through our study to bring us to a mature faith,
and through our prayer to move us to an ardent love,
so that made confident to act in your Name,
we may enable your Church to accomplish the mission you have entrusted to it,
for the sake of Jesus Christ and his Kingdom.

Vision and Mission Statement

Growing in God's redeeming power, Dio is a creative learning community forming leaders for God's mission.

Dio teaches people to be leaders in God's world, preparing them to share the Gospel in whatever way God calls them, by

offering high quality and innovative programmes of theological education, vocational discernment and spiritual formation for lay and ordained people of the Anglican Communion and other traditions;

engaging the challenges of the cultural and linguistic context of Montreal and the world of the 21st Century;

partnering with world class educational institutions, the global church, and other dynamic organizations.

Dio builds community to foster ongoing learning and support by

nurturing an inclusive student body and faculty through meaningful relationships, common worship, and challenging theological reflection;

sustaining networks of support and continuing education for alumni;

equipping parishes to serve as sites of missional learning and growth;

leveraging opportunities with the wider community.

The Montreal Diocesan Theological College (Dio) is part of the Montreal School of Theology, an ecumenical consortium which includes the United Theological College and the Presbyterian College.

Adopted February 11, 2016

Directory

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Calendar

August 2017-August 2018

2017

August

29-30 Orientation for the In Ministry (IMY) year

September

4 Labour Day: College Closed

5 McGill Classes begin

8-10 College Retreat (Attendance required)

October

9 Thanksgiving Day: College Closed

December

6 Last Eucharist of the term

7 Classes end at McGill

8 Service of Lessons and Carols +Party

21 Last day of Exams at McGill

2018

January

8 McGill Classes Begin

March

5-9 McGill reading week

30 Good Friday

April

1 Easter

11 Last Eucharist of the term

16 Classes end at McGill

30 Exams end

Community Life

Chapel Life

Worship lies at the heart of our community life, and chapel attendance, whenever possible, is expected.

The Daily Office is said in the College Chapel Monday to Thursday during term time:

Morning Prayer	8am
Evening Prayer	4:30pm

Students are expected to attend an office at least once a day, and whenever they are on campus early in the morning or in the afternoon. Chapel attendance is mandatory.

The Daily Office is student led. Every student will be expected to lead at least one office a week. The Administrative Assistant makes a schedule at the beginning of term. If a student is not able, on occasion, to lead the office they are assigned, it is their responsibility to find a replacement. Students may ask faculty to replace them.

The Wednesday Eucharist occurs regularly at Dio. Each week during term there is a Eucharist on Wednesday at 11:40 in the chapel, led by one of the faculty or a guest celebrant, according to a schedule set each term. Students are assigned as assistants/readers and intercessors, according to a schedule set at the beginning of term. Students are expected without fail to attend the Wednesday Eucharist which is followed by a meal in the reading room. This includes Tri-college services.

Students are asked to fill in their names into a schedule for clean up after the Wednesday lunch. This is arranged by the students, and includes taking the dishes downstairs, running the dishwasher and putting away any extra food.

Several times throughout the academic year the usual Wednesday Eucharist is replaced by a Tri-college worship. Students are expected to attend and to engage with students from other colleges.

The Friday Eucharist is held at 7:30 am according to a schedule drawn up at the beginning of term. Students are assigned as assistants/ readers and intercessors according to that same schedule. Breakfast follows which is arranged according to a rota.

The Sacristan is named during the fall college retreat. They are responsible for setup of the Wednesday and Friday Eucharists. This responsibility can on occasion be shared, or delegated to another. In addition, the sacristan is responsible to keep the linens clean.

Retreats

The college holds two retreats over the course of the academic year. The **Fall Retreat** is held about an hour and a half away from Montreal at CAMMAC, and takes place over a weekend (Friday evening to Sunday afternoon), usually the weekend following Labour Day. Transportation is arranged within the student body. The retreat is free of charge to students. The **Winter Retreat** is held mid to late January, usually in the form of a quiet day within the city. Attendance is expected at both retreats.

Our Chaplain

Jen Bourque, our chaplain, has as her primary concern the spiritual well-being of all college members, including students, faculty and staff. Concerns and conversations brought to her are held in confidence unless there is an explicit understanding that the concern should be taken elsewhere.

The chaplain is part time, and will be present in the college during most Wednesdays, both before and after the Wednesday Eucharist

and lunch. However, Jen may also be consulted by appointment outside of this time, and may be contacted by email.

College Council

Every student and faculty member is a member of the college council, which holds the primary responsibility for our shared life together. Usually during the fall retreat there is an election to name the College Council President, the Treasurer, and the Sacristan.

The President is usually a senior student, who has the authority to call meetings. In the past the minutes have been minuted by the Principal, though other arrangements are conceivable. Meetings are often held at the end of a weekday, after evensong, with refreshments, traditionally pizza and beer. The College Council is responsible for the planning of the Advent potluck party.

The Treasurer oversees the funds of the College Council. Information about those funds is available from the administrative assistant.

Harassment Policy

The Diocesan College is committed to being a safe space where students, faculty and staff can feel safe, respected and cared for. Any behavior construed as harassment of another will be taken very seriously and could jeopardize student's status. For more information, please read the Anti-Harassment Policy of the Anglican Diocese of Montreal, which the college has adopted as its own. It can be found here:

<http://www.montreal.anglican.ca/adm/media/assets/PDFs/Serve/Forms/Harassment-Policy-Diocese-of-Montreal-Final-version-Approved-April-8-2014.pdf>

Student Support

During their time in seminary, students are strongly encouraged to seek the support of an experienced spiritual director. Spiritual direction is a ministry which is found in many forms and expressions, and more information and guidance with finding a spiritual director can be had in conversation with faculty and our chaplain.

McGill also offers its students a wide variety of services, including but by no means limited to a medical clinic, housing service, academic support and counselling. Extensive information about how student services may be received may be found by following links on the following page: <http://www.mcgill.ca/campus-life/>.

How do MDTC, Dio, MST, PC, UTC, SRS and McGill relate to each other?

The Montreal Diocesan Theological College, MDTC or Dio for short, is a member of the Montreal School of Theology (MST), an ecumenical consortium whose mission is “equipping faithful leaders for ordained and lay ministries in the church and the world.” As such, Dio is in partnership with The United Theological College (UTC) and Presbyterian College (PC). Prior to 2004, this partnership was referred to by its legal name, “The Joint Board of Theological Colleges in affiliation with McGill University”. Since 2004, its public name has been “The Montreal School of Theology”.

Dio students may participate in the governance of these institutions on several levels, as theological students serve on the boards of Dio, and MST. Also, as B.Th. students they may serve as an undergraduate representative on the McGill Senate, and on various other committees in SRS, including the B.Th. committee. Student participation in the governance of these institutions is an interesting way to gain experience in committee work, which, like it or not, is an important way the church functions.

Responsibility and Care for the Building

The college has sole use of the main college building, and faculty, staff and students are all assigned keys to the building. Students may have access to the building between 7 a.m. and 10 p.m., weekends included. Students entering and exiting the building outside of business hours (9 a.m. to 5 p.m. weekdays), should use the main entrance to University Hall and the interior entrance to the college space. Both the outside door into the courtyard and the emergency exit into the alley are alarmed nights and weekends and will draw a check from security if they are opened. Needless to say, when leaving the building all the doors must be checked to ensure they are locked and secure, including the door into the neighbouring building, which is a part of McGill.

There is a separate key for the chapel. Because the chapel is not used exclusively by the college, but also, (and rather frequently) by the Music department (which has primary responsibility for the chapel), if students would like to use the chapel at times other than at ordinary service times, arrangements must be made through Beth, our Administrative Assistant.

Library Privileges

During M.Div. 1 and 2, and whenever you are a McGill student, you have access to all libraries, including the library at Presbyterian College, by virtue of your McGill status. During your In Ministry Year, when you are a student of The Montreal School of Theology, you are given special privileges with a new card, to use all the McGill libraries, including the library at Presbyterian College. This arrangement is made at the beginning of the school year, through Annie Gosselin, the administrator of MST.

Fees and Bursaries

Tuition and Fees

For M.Div. 1 and M.Div. 2 tuition is billed by and paid to the Diocesan College. McGill Student fees (not tuition) are billed by McGill, and paid directly to them.

The tuition (2016-17) is \$3800.00 (This does not include the Student fees paid to McGill. For more information on Student fees, see:

<http://www.mcgill.ca/student-accounts/tuition-charges/fallwinter-term-tuition-and-fees/undergraduate-fees>)

Student fees vary according to student circumstances. Students themselves are responsible to ensure that these bills are correct, and payments are up to date.

For MDiv 3 (In Ministry Year) tuition and fees are paid to Dio. No service fees are payable to McGill.

Tuition (2016-17) is \$4300 and includes most costs for the cross cultural exchange to Cuba.

Arrangements are made so that students retain McGill library privileges during the In Min Year. If the student has chosen to purchase Health Insurance through McGill during M. Div. 1 and 2, other arrangements must be made for M. Div. 3, that is, the In Ministry Year.

Bursaries

Dio recognizes that it has a responsibility to assist those students who require financial support in the course of their studies, and it has financial aid bursaries available to help meet this objective, which will be awarded according to the following guidelines.

1. All such bursaries will be allocated solely on the basis of financial need, though students will have to be in satisfactory academic standing. Financial need is evaluated on a year-to-year basis.
2. It is expected that students will avail themselves of all student government financial aid to which they are entitled before applying for bursaries. Normally, students who have other sources of revenue, or who draw a pension, would not be eligible for these financial aid bursaries.
3. Normally, bursaries will be made available only to those students who are studying on a full-time basis.
4. All applications for bursaries will be submitted directly to the Principal, who will make the final decision on their allocation.
5. If a student should leave before completing their year of study, the College may require that the bursary be reimbursed.

Bursary application forms are available online and in the office, and should be returned in early September for processing during the regular billing cycle for the term. Bursaries normally cover a full academic year, and are disbursed in two equal portions at the beginning of each term. Tuition and fees owed to Dio are deducted from bursaries awarded, with a cheque for the remainder provided to students with their statement of account for the term.

Academic Requirements

Master of Divinity

The M.Div. programme is integrated with the B.Th. programme of the School of Religious Studies of McGill University. Normally, the M.Div. is considered a graduate degree, and students entering the programme will already have a Bachelor's degree. These students will complete a 60-credit B.Th. programme which, combined with the In Ministry Year, amounts to a three-year course of full-time study leading to the M.Div. degree. Under special circumstances, students may be admitted to a 90 or 120-credit B.Th. programme, and be awarded an M.Div. after completing the In Ministry Year and meeting all the other degree requirements. Up to 36 credits may be transferred from another theological college, but it is mandatory to complete the In Ministry Year at Dio. The M.Div. degree is awarded by the college on the authority of the Montreal School of Theology and is accredited by the Association of Theological Schools of the U.S. and Canada.

M.Div. requirements include "satisfactory completion of college requirements in denominational studies and spiritual formation." These requirements are met by participation in college-sponsored courses and seminars, as well as in opportunities for spiritual practice and reflection.

A further requirement of the M.Div. programme is "satisfactory completion of an integrative project that combines personal and theological reflection with an understanding of how the student engages in specific functions of ministry." This requirement is met through supervised field placements and the writing of a three-part Integrative Paper over the three years of the programme.

M.Div. 1 (B.Th. 2 60-credit programme)

RELG 280	Elementary New Testament Greek (6 credits)
RELG 302	Old Testament Studies 1
RELG 303	Old Testament Studies 2
RELG 311	New Testament Studies 1
RELG 312	New Testament Studies 2
RELG 322	The Church in History 1
RELG 323	The Church in History 2
RELG 333	Principles of Christian Theology 1
RELG 321	Western Intellectual Tradition
	or
RELG 341	Philosophy of religion (Complementary course)

MDTC 201	Anglican Studies Seminar 1
MDTC 203	Field Placement
MDTC 205	Integrative Paper, part 1 : 'The Journey of Faith'

Students who have achieved a CGPA of 3.30 at the end of B.Th. 2 (M.Div. 1) may apply for permission to enter the B.Th. Honours programme. They will be required to complete RELG 494/495 with a grade of B or better.

M.Div. 2 (B.Th. 3)

RELG 381	Advanced New Testament Greek
RELG 420	Canadian Church History
RELG 434	Principles of Christian Theology 2
RELG 470	Theological Ethics
RELG 479	Christianity in Global Perspective
RELG 482	Exegesis of the Greek New Testament

one 3-credit course in a religious tradition other than Christianity, such as :

RELG 252	Hinduism and Buddhism
RELG 253	The Religions of East Asia
RELG 306	Rabbinic Judaism

RELG 352	Japanese Religions
RELG 354	Chinese Religions

Complementary Courses (12 credits)

one 3-credit course in Old Testament such as :

RELG 407	The Writings
RELG 408	The Prophets

one 3-credit course in Theology such as:

RELG 330	Reformed Theology
RELG 336	Contemporary Theological Issues
RELG 399	Texts of Christian Spirituality
RELG 423	Reformation Thought

one 3-credit course to be chosen from among the 300 and 400 level courses offered in the B.Th. or B.A. Religious Studies programmes. For Honours students, RELG 494/495.

MDTC 302	Anglican Studies Seminar 2
MDTC 304	Field Placement
MDTC 306	Integrative Paper, part 2 : 'The Faith of the Church'

Anglican Studies (M.Div. 1 and M.Div. 2)

The Anglican Studies course is on a two year cycle and covers such subjects as The Daily Office, Music, The Integrative Paper, Administration and Anglican Polity. Normally this class does not have any requirements for the students to produce written work, though there is occasionally reading that is required for some topics. Every M.Div. student is required to attend two years of Anglican Studies, held from 11:30-1:30 on Fridays during term. A schedule will be distributed at the first class. Usually lunch is served during this class.

M.Div. 3 (In Ministry Year)

MST 501	Theology of Ministry
MST 511	Pastoral Care and Counselling
MST 521	Theology of Worship
MST 531	Principles of Preaching
MST 532	Preaching Tutorial
MST 541	Education in the Church
MST 561	Mission/Church in Context
MST 562	Congregational Leadership
MST 582	Church, Ministry and Sacraments
MST 584	Patterns in Spirituality
MST 522	Pastoral Liturgy
MST 500	Field Placement

The Field Placement is a major component of the In Ministry Year. The student spends 40 hours/every other week in supervised ministry. Elements of the field placement include: (a) the supervisory session, i.e., 1.5 hours per week in intentional theological reflection with the supervisor ; (b) the lay committee, i.e., 4 or 5 parishioners who offer assistance, prayer and constructive critical feedback ; (c) the learning covenant, in which the student identifies specific learning goals for his/her work in the placement, and specific tasks to achieve those goals ; and (d) assignments, i.e., a number of course assignments are of a practical nature and relate to the placement : a congregational analysis, a leadership project, an education project, regular preaching, a funeral.

MDTC 410	Integrative Paper, part 3 'Theology of Ministry'
MDTC 412	Intercultural Immersion

Workshops

Various workshops on preaching, conflict management and topics in Christian Education are held throughout the In Ministry Year. The workshops are associated with particular IMY courses, and as such, attendance is compulsory.

Acceptance into the In Ministry Year

Students planning to enter the In-Ministry Year expecting to receive the M.Div. or the L.Th. and Diploma in Ministry, must first meet the following pre-requisites:

1. Ecclesiastical

- 1.1. Certification that the student has been recommended by ACPO as suitable for ordination

and

Is sponsored for ordination by a bishop of the Anglican Communion. In the case of students from outside of Canada, the processes equivalent to those leading to and including a recommendation from ACPO must likewise be complete.

or

- 1.2. Is recommended to the college by the appropriate authority of a church in full communion with the Anglican Church of Canada, or another church of the Anglican Communion, as having satisfactorily completed the sister church's discernment procedure for ordination candidates.

or

- 1.3. Permission from the Principal in cases where the student is not anticipating ordination.

2. Academic

- 2.1. Completion of the B.Th. Degree at McGill with a minimum 2.5 CGPA

or

- 2.2. Satisfactory completion of the Reading and Tutorial Course in Theology before 15 May of the year in which admission is sought.

or

2.3. Completion of a graduate level or professional degree in theology from a recognized institution with two letters of reference.

or

2.4. Completion of at least two years of full-time theological study under the college's direction in a recognized institution.

3. College

3.1. Satisfactory completion of sections I and II of the Integrative Papers.

and

3.2. Completion of two years of Anglican Studies (Students who fulfill academic requirements 2.2 and 2.3 are exempted from this requirement)

and

3.3. Formal admission to the In Ministry Year following an Admission Interview.

No student will be permitted to undertake the In Ministry Year without a police check.