Advice & Guidelines for Applying for a Non-A.C.E. Course

• When writing a School Based Course it is advised that you consider the following

  **Introduction** - a brief statement of the need for the course

  **Biblical Foundation** - identify the Biblical truth which underpins the teaching of the course

  **Aims** - an overarching statement of what the course aims to achieve

  **Objectives** - a series of short statements explaining how you intend to achieve the aims

    **Values & Attitudes** - Students should:

    **Knowledge & Understanding** - Students should develop:

    **Skills** - Students should be able to:

  **Content** - Scope & Sequence detail - an outline of headings and major details (see A.C.E. Procedures Manual 6-1 to 6-114)

  **Outcomes** - statements which identify what the student will be able to do as a result of having successfully completed this course

  **Teaching / Learning Activities** - a description of the activities that will be undertaken by the students

  **Resources** - a list of books, videos, etc., that will be used to deliver the content

  **Other minor educational initiatives** -

    **Global perspective**
    **Aboriginal perpective**
    **Asian perspective**

  **Assessment** - identify the ways in which it is intended to assess the student’s mastery of learning and the weightings of each activity

    eg. Wood Construction Course
    Practical work 60%
    Assignment x 2 20% (10% each)
    Final Theory Exam 20%

• All School Based Courses from a Christian School ought to be based upon clear Biblical foundations. (refer to the *Encyclopedia of Biblical Truth for School Subjects* - by Dr. Ruth Haylock ACS I 1993)

• It is unlikely that courses which teach error and are highly humanistic will be approved for a Christian School Certificate.

• Any other Non-A.C.E. Course (eg. T.A.F.E.) should also be carefully considered along the same Biblical foundation outline as listed above prior to the student commencing the course.

SAP-Jan 2014
The Accelerated Christian Education Program
Steps for Approval of a Non-A.C.E. Course

One of the most important considerations is to **PLAN AHEAD** - any Non-A.C.E. course must be approved prior to commencement by the student.

Southern Cross Educational Enterprises (SCEE) is unlikely to approve a certificate to a student with less than 70% of A.C.E. content.

The following steps need to be taken in seeking approval:

- Applications need to be made by completing the current “Application for Approval of a Non-A.C.E. Course” form (AP1).
- All supporting material must be attached to the application. This will include:
  - Scope and Sequence
  - Assessment strategies
- The application and supporting material should be sent to SCEE at the address listed below, prior to the commencement of the course allowing a minimum of three weeks for approval.
- Where an application is approved a letter will be forwarded to the school with details of approval number, maximum level of approval, number of credits approved, and any specific conditions of approval. Please retain this letter in your records as the approval number is required when applying for a graduation certificate.

Additional information is available from:
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