

# MARYVALE INSTITUTE



A DISTANCE-LEARNING COURSE LEADING TO THE

## LICENCE IN DIVINITY: PATHWAY IN CATECHETICAL SCIENCES

VALIDATED BY

THE FACULTÉ OF NOTRE DAME, PARIS

AN AWARD OF THE HOLY SEE

INTRODUCTION

FOR PROSPECTIVE STUDENTS

## **Licence in Divinity: Pathway in Catechetical Sciences**

The Licence is a postgraduate ecclesiastical degree, distinct from an STL, which is awarded through Maryvale's Higher Institute of Religious Sciences (HIRS) and validated by the theology faculty of the Ecole Cathedrale of Paris on behalf of the Congregation for Catholic Education in Rome. The Licence degree is intended for those, lay religious and clergy, in leadership positions, for example in diocesan catechetics or adult faith formation, or those involved in the new evangelisation. However, it is especially suitable for lay people working in the Church, as it is a qualification awarded by the Holy See, distinct from an S.T.L., with a particular orientation towards pastoral theology, catechetics and religious education.

Maryvale has the only such institute in Britain – and indeed in the English speaking world – approved by the Catholic Church to award bachelors and licence degrees in divinity. Maryvale Institute works according to Bologna Code by which educational credits gained at BA and Masters levels can be counted according to the European Credit Tariff (ECTS). The programmes at Maryvale thus provide graduate and postgraduate qualifications for practising lay Catholics, lay religious and clergy in their service of parish and diocese, which have Church recognition.

The Licence Programme is especially suited to:

- those in diocesan positions of catechetics or adult faith formation
- those involved in the creation, or oversight, of catechetical resources
- those involved in work related to the new evangelization
- those in Catholic chaplaincy or Catholic school leadership positions.

### ***Structure and content***

Admission to the Licence programme is available for all those who have the Ecclesiastical B. Divinity, or an equivalent qualification (see admission requirements in this prospectus for more details).

To gain the Licence, students first complete a Master of Arts in Catholic Applied Theology (Religious Education and Catechesis) at the Institute, which is normally taught over 30 months. This consists of:

### **Year One**

- Module One: Catechesis: Purpose, Nature, Method OR Foundations of Catholic Religious Education
- Module Two: God and Salvation in Jesus Christ
- Module Three: Christian Anthropology
- Module Four: Scripture for RE and Catechesis

## Year Two

- Module Five: The Church
- Module Six: Liturgy and Sacraments or Prayer and the Spiritual Life
- Module Seven: Moral Formation
- Module Eight: Research Methods

## Year Three

Dissertation in the area of RE and Catechesis (20,000 words)

After successful completion of the MA Programme students submit an application for admission to the Licence and matriculate into the final year of the Licence Programme.

During this final year students take three specialist modules in which they study:

- A **classic text** in the area of catechetics taken from a selection offered
- A **key figure** in the area of catechetics
- A **contemporary debate** in catechetics.

Three residential weekends at the Institute support these three modules of study and prepare the students for an oral defence of their MA dissertation, which occurs at the end of the Licence Programme.

## Teaching and Learning Methods

A *collaborative-learning* approach is followed on the course, with course materials specially prepared by the Institute's team of academic, educational and pastoral specialists. Students follow the course at home through the material, readings and assignments presented to them in the coursebooks corresponding to each module of study.

*Residentials:* The course includes a residential component of three weekends per annum. Residentials constitute invaluable opportunities for students to meet and discuss with each other, to socialise, worship and study together. On residentials, all students receive lectures and seminars from experts in the field which focus on particular modules being studied.

The residentials are compulsory elements of the course, except in the case of those studying abroad and certain special categories of prospective students, such as enclosed religious (for these students, special support materials are provided to ensure they have equal access to those elements of the curriculum delivered at residentials). For those studying outside of the United Kingdom, only the Introductory weekend is compulsory, although attendance at all residentials is highly recommended.

**\*\*In response to restrictions imposed and uncertainties raised by Covid-19, Maryvale Institute will conduct all residentials and study days online until 31 July 2022 in the first instance. The situation will be monitored and reviewed regularly for course delivery after this time.\*\***

An *academic tutor* is assigned to each student for each area of study. This tutor provides support and direction through a response to the academic paper produced by the student at the conclusion of a module.

## Assessment

Each module in the Licence year is assessed through a written assignment of 6,000-8,000 words.

The final piece of work undertaken for the Licence is an oral defence of the MA dissertation. This consists in a presentation and evaluation of the potential relevance and impact of their dissertation. The guideline length for this is 300–500 words or 3-7 PowerPoint presentation slides with comments of 300–500 words (excluding references). The summary evaluation of the potential relevance and impact of their dissertation should be written and submitted two weeks prior to the date of the oral defence.

For the Licence, the student also completes a modern language requirement (through attending language seminars at the Institute during the required residentials, if needed).

Coursework and dissertations are assessed initially by academic tutors, moderated by the Programme Director and all assessed work, including all the dissertations, is scrutinised by an external examiner. All reports and marks are made available to the Board of Examiners, which is responsible for taking the final decision on all cases.

## Student Support

The Programme Director acts as *personal tutor* to help guide students through the programme and to monitor both the students' progress and the effect of the course on them. Contact with the personal tutor is normally by e-mail and Zoom/Skype, and there are also opportunities to meet with the personal tutor at Maryvale during residential sessions or at other pre-arranged times. Students are also encouraged to network via e-mail, cluster groups and social networking sites. There is a librarian available to assist in the location of books and articles and through provision of a photocopying service.

## Course Calendar

An outline of the general structure and syllabus of the course is as follows:

- **First Virtual Residential Weekend.** Module One: *A Key Figure in the Area of Catechetics*; Module Two: *A Key Text in the Area of Catechetics*. (14<sup>th</sup> – 16<sup>th</sup> January 2022)
- **Second Virtual Residential Weekend.** Module Three: *A Contemporary Debate in the Area of Catechetics*. (13<sup>th</sup> –15<sup>th</sup> May 2022).

## Admission to the Programme

1. In addition to conforming to the general admissions requirements of the Institute, for admission to the Licence Programme, candidates will need to have studied Catholic theology in the following areas at first honours or second degree level:

- ◆ History of Philosophy,
- ◆ Metaphysics,
- ◆ Epistemology,
- ◆ Anthropology
- ◆ Holy Scripture,
- ◆ Fundamental Theology,
- ◆ Dogmatic Theology,
- ◆ Moral Theology,
- ◆ Spiritual Theology,
- ◆ Liturgical and Sacramental Theology,
- ◆ Patrology and Church History,
- ◆ Canon Law.

Students should arrange for transcripts of previous relevant studies to be sent to the Institute.

2. Students who wish to join the Licence Programme and do not satisfy all of the requirements for admission can undertake an agreed number of bridging modules.

3. Apart from these academic qualifications, candidates are asked to submit in writing their reasons for wishing to undertake the Licence. The intention is to ensure that candidates have an understanding of the contribution that higher studies might make to their professional life, and an acceptable attitude regarding the demands, spiritual, intellectual and personal, that the course could be expected to make on them.

## **Policy on the admission and support of students with English as a second language**

1. All higher education programmes offered by Maryvale Institute are written, delivered and assessed exclusively in English. On application the Institute requires evidence of proficiency in written and spoken English; the evidence of proficiency required for entry into courses is as follows:

- International English Language Testing System (IELTS): Minimum average of 6.5 overall, with no sub-test below 6.0.
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- Michigan Test of English Language Proficiency (MTELP): Minimum equated score of 90.
- Test of English as a Foreign Language (TOEFL): Minimum paper-based total of 550, computer-based total of 213, or Internet-based total of 79.
- Cambridge Certificate in Advanced English (CAE): Minimum grade of B.
- Cambridge Certificate of Proficiency in English (CPE): Minimum grade of C.

2. Students who cannot demonstrate proficiency in English to the satisfaction of the Institute are required to take a short written examination which tests reading level and understanding, and facility in written English. This is designed, provided and assessed by the Institute. Dictionaries are allowed for the purposes of the exam.

3. As a standard procedure, all students for whom English is not their first language are identified at the relevant Assessment and Examinations Board.

4. Students who are deemed not to have passed may retake the exam, having demonstrated that they have undergone further instruction in English. Students who demonstrate a minimal level of proficiency may be accepted onto the course at the discretion of the Institute provided they give clear evidence of their plans for further improving their English.

## **Course Fees**

Details of [course fees](#) can be found in the Maryvale website under ‘Study with us’, where you will also find a link to the [Institute policy on payment of fees](#). The course fee covers tuition and all virtual and physical (when re-instated) study days and is payable at the beginning of the academic year.

Students will incur some additional expenditure in connection with their course of study on such items as travel and accommodation when the physical residentials are re-instated, postage and books.

## Application and Registration

An application form is available on request from the Programme Administrator (postgrad@maryvale.ac.uk), or may be downloaded from the [Licence in Catechetics page](#) of Institute website. A non-returnable application fee of £50.00 is required when making application for the course. Full fees for the Licence year are required once you have been registered for the course, and must be paid **before** the first weekend of the course.

*Payment can be made via the Maryvale website – see instructions below. Payment must be made in Sterling. From countries outside the UK payment should be made in Sterling by way of a Banker's Draft drawn on a UK bank.*

## How to pay your Course Fees:

### 1) Paying via the website

To pay through the website, please visit the [Course Fees webpage](#)

Click on the 'Course Fees for EU Students' or 'Course Fees for Non-EU Students' tab as applicable. Scroll to the bottom of the page and select the relevant blue box (e.g. 'Register 1' is for the application fee) and follow the instructions. The website allows payment using credit and debit cards and PayPal (you do not need a PayPal account in order to use this method).

**N.B. Please indicate the course and your name in the additional info to seller.**

### 2) Paying by cheque

We currently accept cheque payments and bankers' drafts. Please ensure that these are made payable to **Maryvale Institute** and posted to the Finance Manager at Maryvale House. Please also send a message to the Finance Manager through the [Course Fees page](#) on the website to confirm the cheque has been sent, your course and invoice number (if you have one).

It is also possible to pay by PayPal or by internet banking (see the enclosed document "How to pay your Course Fees" for details). If you have any queries relating to payments, including requests for spreading the cost of HE course fees, please telephone (+44) 0121-360-8118 and ask for the Finance Manager, John Nolan or send a message through the [Course Fees page](#) on the website.

## Admissions Process

When you have sent back your application form, an application fee to cover the administrative costs associated with the admissions process, a statement of why you would like to take this course, and once the references and transcripts which you will have arranged to have sent to us have arrived, your application will be considered by the Licence Admissions Committee. (Note: These references are treated as confidential between the referee and the Institute).

Following the meeting of the Admissions Committee, assuming that your application

is successful, you will be sent a letter of acceptance no later than 4 weeks from the receipt of your completed application (including supporting documents e.g. references). Your acceptance pack will contain further information about Maryvale Institute and the Licence Programme, including details of how to apply for a student card, followed by an invoice for your fees in due course. Once we have received your fees for the Licence year, you are then formally enrolled as a student of the Institute.

If for any reason your application for a place on the course is not successful, the Institute reserves the right, because of the elements of confidentiality involved in the admissions process and the collection of references, not to give you the reasons for this decision. If at any stage you are dissatisfied with the admissions process we would advise you to follow the complaints procedure of the Institute: a copy of this can be found on the Institute's website under [‘Study with us – Regulations and Policies’](#), or you can order a copy from the Institute's library. We will endeavour to ensure that your questions are dealt with promptly and professionally.

## **The Maryvale Institute**

### **A Place Steeped in History**

The Licence is offered by Maryvale Institute in Birmingham, in the United Kingdom. The site of Maryvale has been in Catholic occupation since the Middle Ages. Formerly ‘Oscott House’, it came to the Church in 1702 at the bequest of Father Andrew Bromwich who had inherited the property from his family. From 1794 to 1838 it was the home of St Mary's Seminary, the first Seminary to open in England. In the time of the Seminary the historic Chapel of the Sacred Heart was inaugurated. In 1846, after the removal of the Seminary to the larger purpose-built premises 3 miles away, John Henry Newman and his community, who had recently been received into the Church, were granted the house at Oscott for retreat and study. It was Newman and his confreres who gave it the name ‘Maryvale’, after St Philip Neri's church in Rome, and it is specified in the Papal Brief as the location of the first English Oratory of St Philip in 1848.

The following year saw Maryvale become a Novitiate of the Oblates of Mary Immaculate and was visited by St Eugene of Mazenod. During much of this period the Chapel also functioned as a local parish church. From 1851-1980 the Sisters of Mercy ran an orphanage and established a school for poor children. The present Catholic college for theology and catechesis developed out of the Adult Centre for Catechetics opened by Archbishop Dwyer in 1980.

In the autumn of 1999, the Sisters of the Order of the Most Holy Saviour of Saint Bridget (Bridgettines) came to Maryvale to a newly-built convent. The Sisters have a special call to work and pray for unity and it is providential that they should come to Maryvale with its desire to foster unity inside the Church, between churches, and locally, in a city where good inter-faith relations are crucial. The Sisters' charisms of hospitality, contemplation, and their regular liturgical life have also enhanced the life of the Institute.



## **Spiritual and Academic Foundations**

Maryvale is both a place of worship and pilgrimage and a specialist institute, or college, which teaches Catholic Theology, Catechesis and Religious Education at every level from short, informal courses to BAs, MAs and research degrees. The Institute has a mission to provide opportunities for Catholic formation and education in all places where English is spoken by offering courses in basic skills, evangelisation, catechesis, theology, Christian culture, pastoral and educational studies and personal development. Most teaching is by short residential schools and ‘collaborative-learning’ in students’ own homes.

The House, with its lecture, conference and seminar rooms, can accommodate 100 people on a day basis and has study bedrooms to accommodate 40 students. The Sisters of the Order of St Bridget welcome students and guests and maintain a regular cycle of prayer in the Chapel. The Shrine to the Sacred Heart of Jesus is a popular place of pilgrimage. The House has a well- equipped library, together with multi-media and audio-visual resources. The grounds include a Rosary walk with Stations of the Cross. There is ample car parking space and easy access to numerous sites of historic interest, the facilities of Oscott College and Birmingham City Centre.

Maryvale courses are monitored according to the highest standards which are assured by its Academic Board. Maryvale Institute is part of the Birmingham Diocesan Trust and is governed by the Maryvale Council, to which a variety of committees report. The quality of the Institute’s structures, staffing and processes are recognised in the accreditation given by Open University Validation Services in the United Kingdom and by the Ecclesiastical Faculté of Notre Dame in Paris.

The Institute’s Certificate for the Formation of Catechists is recognised by the Congregation for the Clergy in Rome. These bodies ensure the national and international recognition of the Institute’s degrees, diplomas and certificates.

# THE MARYVALE INSTITUTE



## DATA PROTECTION ACT 1998

The Maryvale Institute is a data controller in terms of the 1998 legislation and has a policy in matters of data protection.

The Institute requires a certain amount of personal information for the administration of your studies, and to ensure the proper completion of your chosen course or degree. All personal information provided by you will be treated strictly in terms of the Data Protection Act 1998. This means confidentiality will be respected, and that all appropriate security measures will be taken to prevent unauthorised disclosure. The data that you provide will be used for stated purposes only. You would be advised about any further uses.

The Institute equally requires to process some data which current legislation refers to as sensitive personal data (e.g. racial or ethnic origin, marital status, health records, etc). Again appropriate security will be in place to ensure that documents such as medical certificates (possibly required by examination boards) are retained confidentially and that they are retained no longer than is necessary.

The administration of studies may extend beyond the Institute's central administration (e.g. transmission of data to academic departments, the library, the IT services, residential unit, or professional bodies who accredit degrees). In other words it may include all aspects of student progress through to eventual graduation. Results of examinations are advised by letter from Programme Directors and Graduation results are posted on notice boards maintained by the Institute's Registry and may include your name and your grade. Information on degree results is regarded as public information, and published as such. In common with other Universities and Institutes we archive student records for a limited number of years after graduation, in order to be able to confirm requests from prospective employers etc. Details are also passed to our Alumni Office so that we can keep in touch with former students.

Under certain circumstances prescribed by the Act we might have to make data available without your consent. For example, in common with all other universities and institutes, we are obliged to pass information to the Higher Education Statistics Agency (HESA).

At various times during your studies you will be asked for personal data by the Institute's departments, or services. You will still have full rights under the Data Protection Act, and may, if you wish, withhold personal data from publication in, for example, Web-based directories.

The Institute does all it can to ensure that all data remain up-to-date and accurate. There are some areas in which we must rely on students to tell us of changes that occur, and it is important that you keep us informed of any such changes to avoid situations where (for example) we may send vital material to the wrong address.

Any queries on these issues may be raised directly with the Institute's Data Protection Officer, who is the Institute's HE Registry Administrator.