



LEARNERS MANUAL

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Table of Contents

1.	Introduction	4
1.1	Mission.....	4
1.2	Curriculum codes.....	4
1.3	The structure of Qualifications registered with QCTO	5
1.3.1	The Knowledge and theory components	5
1.3.2	The practical skills components.....	5
1.3.3	The Workplace experience components	6
1.4	Modes of delivery	6
1.4.1	Face-to-face	7
1.4.2	Online Learning Platforms	7
1.5	Student-centeredness	7
1.6	Student Support.....	8
2.	Training and Assessment Structure.....	8
2.1.	NQF 2 Christian Religious practitioner	8
2.2.	The outcome of the NQF 2	9
2.3.	NQF 5 Christian Religious Professional	9
2.4.	The outcome of the NQF 5.....	9
3.	Study and Administrative Requirements.....	9
4.	General Admission Requirements.....	9
4.1.	Lost Grade 12 Certificate.....	10
4.2.	Bridging course	10
5.	Student Affairs.....	11
5.1.	Student number	11
5.2.	Student participation.....	11
5.3.	Recognition of Prior Learning	11
5.4.	Requirements in preparation of the RPL.....	11
5.5.	Fees applicable to RPL	12

Excel Theological Training Academy Learners Manual

5.6.	Notification of Results.....	12
5.7.	Ordination	12
6.	Method of Instruction.....	13
7.	Payment Guidelines for Student.....	15
7.1.	Online Shop Guidelines.....	16
7.2.	Per Module Payment Option	16
7.3.	Complete Course Payment Option	16
7.4.	Refund Guidelines for Student.....	17
7.5.	Exceptions.....	17
8.	Code of conduct.....	17
9.	Excel-Student Payment arrears policy	18
10.	The external integrated summative assessment (EISA).....	19
11.	Statement of Faith	20
12.	Acceptance of the ETTA learner’s manual and code of conduct.....	21

1. Introduction

The purpose of this manual is to guide you into gaining the most benefit from your Study with Excel Theological Training Academy (ETTA or EXCEL). It will provide a detailed overview of the policies and other essential procedures, guidelines, and benefits. It establishes clear expectations and will help you to succeed in your studies.

Excel Theological Training Academy is a formal Training institution. This Academy was explicitly established to train Church Leaders in South Africa through SAQA-registered (QCTO) Qualifications or Part-Qualifications. The Academy is committed to delivering value-driven, practical and personally transformative training to Church Leaders seeking professional skills development through blended learning. Excel's team consists of well-diversified and educated staff with many years of accumulated knowledge and experience and a very good administrative and financial infrastructure. The Academy will function through the oversight of a registered board of directors and a management team that is responsible for the daily operations.

1.1 Mission

ETTA exists to train leaders with applicable academic knowledge and practical leadership skills. Our course is designed to meet all the ministry-related requirements of individuals with a vision to change society by proclaiming the Gospel of Jesus Christ. Our mission is to deliver the highest quality training to Church leaders throughout South Africa. We believe that the teaching of sound knowledge ethical, and moral values will make a significant contribution to the sustainability of society.

The following principles inform the Academy's teaching and learning:

- Good practice
- Holistic student-centered approach
- Learning principles include experiential learning as applied to workplace-based practices.

1.2 Curriculum codes

KM Knowledge Modules

KT Knowledge Topics

IAC	Internal Assessment Criteria
PM	Practical Skills Modules
PS	Practical Skills
PA	Practical Actions
SE	Supporting Evidence
WM	Workplace Modules
WA	Work Aspects
WE	Work Experiences
SE	Supporting Evidence

1.3 The structure of Qualifications registered with QCTO

The Skills Development Act identifies three components in its definition of occupational qualifications: Both the NQF 5 and NQF2 qualifications consist of the following three components: Knowledge and theory modules (K.M.), practical skills modules (PM) and workplace experience modules (W.M.). The programs aim to develop a person (pastor or ministry leader counsellor) through these three components. The learning through these three components forms the core of what will be tested in the External Integrated Summative Exams (EISA), which will be the final exam that leads to the qualification or certification.

1.3.1 The Knowledge and theory components

The "K.M." Components will take place in a learning center. The "K.M.'s" purpose is to capture the theory and information within the modules needed for accreditation. The facilitator will guide the Learners in the classroom as they acquire conceptual knowledge, theory, and information through purposefully organized learning activities. These activities must include directing the Learners in their learning process through active participation, class discussions, debates, and self-reflection sessions. Only the IAC (Internal Assessment Criteria) will count towards marks for entry into the EISA. It is generally at the end of a Section marked IAC101 etc.

1.3.2 The practical skills components:

The PM components will occur in the learning center. Practical skills are developed in the training facility. The Practical Skills Modules capture the applied skills and activities that help them carry out their occupational responsibilities. Each Practical Skills Module has a purpose statement, an NQF Level, a learning time and credit allocation.

PM modules can be compared to simulation mode in the training of pilots. The Learners can test their skills on each other in the classroom. It is not that serious if they, for example, "crash the plane" because it is in simulation mode. On the other hand, the workplace is more serious, and a lack of

Excel Theological Training Academy Learners Manual

competency may have serious results. Through the Practical skills test, the facilitator must assess the knowledge gained by the Learners during training and their ability to apply their subject-specific skills in that area. The Learner needs to demonstrate an understanding of the knowledge learned through a practical exercise. Practical Assessments are exercises that allow the facilitator to assess the Learner's practical skills in their chosen area of study. Practical Modules are mainly at the end of a Module following the Knowledge Topics. The Knowledge Topics will cover all the knowledge necessary to do the practical's. Only the IAC (Internal Assessment Criteria) will count towards marks for entry into the EISA. It is generally at the end of a Section marked IAC101 etc.

1.3.3 The Workplace experience components:

Each Work Experience Module (W.M.) is broken down into Work Experiences. The W.M. components are done through accredited workplaces that have met the requirements set out by the NQF. The Work Experience Modules capture the scope (work activities) and the contextual knowledge to be covered by the person while in the workplace to provide them with opportunities to become competent in the occupation. Work experiences can only be offered in employers' real-time, real-life working environments. Each Work Experience Module has a purpose statement, an NQF Level, a learning time and credit allocation. The Work Experience Skills Modules component includes Criteria for Workplace Approval. Each Work Experience is broken down into scope (actual work activities in the workplace), Supporting Evidence (usually observed Evidence) and Contextual Workplace Knowledge. The completion of the Work Experience (WE) is very important as an entry for the EISA exam. There are also certain forms that the student mentor in the workplace must complete as part of the final evaluation. This qualification aims to prepare a learner to operate as a Church Leader. These principles underpin all activities and deliverables in the teaching and learning environment, as explained below.

1.4 Modes of delivery

ETTA's teaching methodology mainly focuses on self-learning via self-inspection through a guided set of rules. Thus, the facilitator will engage the learners in creating, discovering, and applying learning insights to develop knowledge and applied skills. Facilitating is very student-centered and is dedicated to learning, assisting Learners in working together as a group, and coordinating the sessions with the learners. The facilitator's responsibility will be to ensure the program implementation is adhered to, that the classroom is functionally equipped, and to provide regular feedback to the learner on assignments and assessments, review the assessment process, and suggest changes where required. The facilitator engages the learners to create, discover, and apply learning insights to develop knowledge and applied skills. Facilitation is an essential and progressing skill and a vital constituent of the occupational framework. Thus, facilitation skills are critical because they focus on a holistic outcome in the training program.

1.4.1 Face-to-face

ETTA offers Face- to- Face delivery model for the Learners who wish to attend classes. In this option, Learners are physically attending classes at a particular location. Learners are further supported through information services, support from subject matter experts and additional tutoring services upon request. Learners “must” have access to the Internet. The Facilitators will present the class from a pre-approved lessons plan for each presentation based on the Academic year planner and Student pacer. The Lesson plans are predominately based on the curriculum content with a special focus on the qualification's ELOs (Exit Level Outcomes). A Lesson will consist of one Section at a time as per the curriculum. More than one lesson may be presented in one sitting, depending on the content thereof.

1.4.2 Online Learning Platforms

ETTA has developed an online Learning Management System (LMS) for Learners who wish to study online. The LMS provide access to learning material, additional reading material, and the facility to upload assignments and communicate with Learners regarding assignments, workshops and other matters related to their studies. It is very user-friendly, and we will explain how to start your course.

1.5 Student-centeredness

Student-centeredness can be defined as a variety of learning experiences, instructional approaches and academic support strategies that are intended to address the distinct learning needs, interests, aspirations or cultural backgrounds of individual Learners or groups of students. The Academy is increasingly responding to the principles of an “instructional dialogue” through its curriculum, learning material and assessment design approach. ETTA’s teaching and learning structure aims to be responsive to student needs and enhance dialogue between “student-student, and student - educator”.

1.6 Student Support

The following principles will guide the Academy’s student support initiatives:

1. Every student and their progress are important to ETTA, and no student will be ‘just a number to the Academy.
2. Student support is available on different platforms. The first is the facilitator in class, the assessor if questions arise about assessments, the LMS with enough resources which can be downloaded and the admin office which will assist and guide when the normal avenues did not answer or address the students concerns.
3. Technology will enhance administrative and educational experiences but will never replace human contact.

4. Accurate, timely and up-to-date information will be provided to students.
5. Learner could access the policy documents of the Academy (ETTA) to inform them of the functioning of the Academy.
6. Learners with special needs will be accommodated according to the Disability Policy.

2. Training and Assessment Structure

Qualifications are developed on different NQF levels. In ETTA we have two capabilities namely NQF2 & 5. The Level Descriptors for the South African National Qualification Framework (NQF). http://www.saqa.org.za/docs/misc/2012/level_descriptors.pdf stipulates that Learners must be able to produce and communicate their original work on the specific NQF level that the student/learner is studying.

2.1. NQF 2 Christian Religious practitioner

- One year program with six modules.
- Assignments and summative assessments must be successfully completed.
- Thereafter an External Integrated Summative Assessment (EISA) must be written and, if found competent, leads to the above-mentioned qualification.

2.2. The outcome of the NQF 2

- Lead the faith community in spiritual formation that nurtures their relationship with God.
- Develop and nurture fellowship and mutual care within the faith community.
- Facilitate the holistic wellbeing of people within the faith community by developing proactive and reactive (coping) life skills and a Christian value system.
- Provide visional leadership that leads to obedience to vocation, as well as the wellbeing and sustainability of the faith community.
- Develop a missional practice that shares the good news of Jesus Christ and serves the holistic the wellbeing of the entire community.

2.3. NQF 5 Christian Religious Professional

- 2-year program with 13 modules.
- Assignments and summative assessments must be successfully completed.
- Thereafter an External Integrated Summative Assessment (EISA) must be written and if found competent, leads to the above-mentioned qualification.

2.4. The outcome of the NQF 5

This qualification aims to prepare a learner to operate as a Christian Religious Professional. A Christian

Religious Professional directs and conducts the ministry functions in a faith community to

Excel Theological Training Academy Learners Manual
facilitate spiritual formation; nurture fellowship and mutual care within the faith community; help members to develop a Christian lifestyle; provide strategic leadership that leads to obedience to a vocation as well as wellbeing and sustainability of the faith community, and develops a missional practice that shares the good news of Jesus Christ and serves the holistic wellbeing of the entire community.

3. Study and Administrative Requirements

- Students MUST have access to the Internet.
- It is a requirement for students to attend a minimum of 75% of the classes.
- Students must study with the help and assistance of the Learner Management System (LMS), which measures their advancement through multiple questionnaires, time and videos spent on the LMS.

4. General Admission Requirements

To register for a program offered at ETTA, an applicant must meet the minimum statutory requirements of the relevant qualification.

- You need to complete an Online Application form with all the sections required.
(Please go to www.etta.co.za and complete the application form.)
- Certified copy (not older than three months) of your I.D. document or Passport.
- Certified copy (not older than three months) of Passport from a different country.
- Certified copy (not older than three months) of Matric certificate/ diploma or degree (*Only applicable for the NQF 5 or higher-level courses*).
- Students can only start their studies if they qualify in terms of entry requirements or have completed the bridging course (RPL for Access), uploaded all the relevant documents, made the required payments for entry and received a welcome letter from admin with their login details for the LMS.
- Signed PoPi act document.
- Signed Learner's special needs document.
- Signed Policy and procedures document. (Refers to this document on page 11 to be signed and returned)

Please upload or return all the above documentation to info@etta.co.za as soon as possible.

4.1. Lost Grade 12 Certificate

Please note that a Gr 12 Certificate is an admission requirement for the NQF level 5 studies. If you have lost your Gr 12 Certificate, you can follow the link below to acquire a replacement certificate from UMALUSI: [I lost my Gr 12 Certificate - Link](#)

We will give you a grace period of 2 months to comply with the statutory requirement of submitting your Matriculation certificate.

4.2. Bridging course

Please note: If you wish to take (Enroll in) the NQF 5 Course and do not have a GR 12 Qualification, you must apply and complete the NQF 5 Bridging Course. To apply for the NQF 5 Bridging Course, please select the "Bridging Course (NQF5)" option in the Course Dropdown List of the application form when completing the application form.

5. Student Affairs

5.1. Student number

Your name and student number must be used in all correspondence with the College. This will allow us to identify your assignments, payments, and course requirements correctly. Please notify us immediately if your personal information changes, such as your email address, phone number, or postal address.

5.2. Student participation

- o Learners are expected to sign the attendance register throughout the training.
- o Learners are expected to attend the training until the end of the course; if for any reason the candidate cannot attend; he or she will have to catch up on his/her own time.
- o During the program, you are required to participate in classroom-style learning. Thereafter you will be required to complete the summative assessment and hand it in on the given date.

5.3. Recognition of Prior Learning

If a student has previously completed coursework, he or she should apply to ETTA for credit for that knowledge. This could take the form of an interview, an RPL test, an attestation, a portfolio, or an assessment. ETTA requires a formal transcript from the student's previous educational institution and any supporting documentation that may be required.

The RPL compares and weighs a learner's previous learning and experience against the learning outcomes required for a specified qualification and acceptance for purposes of qualification of that which meets the requirements.

Excel Theological Training Academy Learners Manual

All previous learning and qualifications, whether informal, formal training or work experience in the field of Christian ministry, will be assessed. The assessment process will determine whether recognition will be given based on specified criteria. This may result in the exemption of parts of the learning program in which the prospective student is deemed to already comply with against the criteria of this qualification.

5.4. Requirements in preparation of the RPL:

Step 1: The general Application form to be completed (Contains all information, fees, student info, and modules applying for). Must be accompanied by a full CV and Proof of payment for the application fee.

Step 2: (Pre-Screening): Pre-Screening in the form of a pre-arranged consultation with the student will take place. The purpose of the consultation is to determine if it is worth the while for the student to make a formal application. The RPL Assessor will make their recommendations based on the outcome of the consultation.

Step 3: (Screening) After pre-screening is completed, the student to pay the assessment fee and must complete the applicable assessment schedule (include motivation + evidence for each of the module's K.M. 1-13, PM 1-16, W.M. 1-5)

5.5. Fees applicable to RPL:

- Application Fee: R 800.00
- Assessment Fees: R 200.00

These fees are non-refundable in case applications are unsuccessful.

5.6. Notification of Results

No qualification certification will be granted unless all subjects are completed successfully with a minimum pass mark of 50%, and all necessary requirements are met. This includes any fees owed by the student. Learners with an overall grade of 75 % or higher will be awarded distinctions.

The student will receive a Transcript upon completion of the program. A copy will be kept in the student's file. It contains a record of your learning with ETTA, including a list of subjects completed successfully, the grade you received, and the credit value of the subject. This Transcript will be required as proof of study. You can use it when seeking employment.

5.7. **Ordination**

ETTA is a Training Academy, not a denomination, and graduates are not ordained to the Christian ministry is the function in a Church where a person is employed. It is the responsibility of the candidates to determine the requirements for ordination from their respective denominations. SAQA and QCTO recognize ETTA qualifications.

6. **Method of Instruction**

1. ETTA uses face-to-face facilitating in a classroom setting
2. Blended learning
3. E-learning via the LMS system

6.1. **Study Material**

Study material includes the following:

There are 3 components to the course

1. Knowledge component
 - a. with Knowledge modules, class discussions and assignments
2. Practical Component
 - a. Practical sessions in class, case studies, Bible study etc.
3. Workplace component
 - a. Outreach programs

a. Study Guide/ Module manual

For each module, the student is given a study manual. This manual instructs the student on completing each assignment, as well as the exam demarcation for the specific subject. These books are included in the course fee, and they are regarded as the only reading material required (aside from the Bible and the Study Guide) to complete the assignments and study for the invigilated exam.

b. Assessment Report

This report includes room for the students' results as well as the assessor's comments. It will be sent to a student via the LMS as feedback on formative assignments.

6.2. **Evidence of using the LMS**

Evidence of detailed review is provided in a variety of ways, and this is identified in each Assessment task. The following tasks can be used to gather evidence:

The LMS monitors students' progress and must be updated on a regular basis. When

Excel Theological Training Academy Learners Manual
Learners attend face-to-face classes; they must bring their module books with them.

Please use the LMS when working from home.

- **Application – relating the study to the student’s life and experience**
- Bible Study - **Later in this handbook, a variety of research methods are identified. These methods are used for various types of Bible study. Because each person has a unique way of understanding, various Bible study methods can be used.**
- Case studies - **The study of an example or set of circumstances - in which the student is given examples to study in order to find solutions, typically in similar situations.**
- Checklist - **a selection of items used for identification or verification**
- **Evaluation** - Determine what is useful, what is not, and what could be improved by carefully studying the worth/value
- **Examples** - an explanation of a principle, situation, or circumstance
- **In-depth study** - a thorough search requiring extensive information
- **Interviews** - the purpose of obtaining information.
- **Investigation** - a thorough and comprehensive search for information

6.3. **How to complete an Assignment:**

- Take your time reading the instructions.
- Take special note of keywords like list, describe, compare, and so on.
- Make certain that you fully understand how to respond to each question.
- Find the appropriate information in your study manual.
- Limit your answer to the relevance of the question
- Remember that the questions were drawn up with the study manuals allocated for the specific subject in mind.
- Written assignments must always include an introduction, body of text, and conclusion and may include information from the study manual, the Bible, or personal experience.
- Use sources to back up your claims, but keep in mind that you will most likely be adding information that is irrelevant to the question at hand. All answers can be found in the study materials provided to you, as well as in yourself.
- Recheck your assignment before sending in-. Make sure the following are indicated
 - Your name
 - Student number
 - Date

Excel Theological Training Academy Learners Manual

- Module
- Assignment number and question
- All of your statements are consistent with the Scriptures.
- Check to see if you have correctly understood and interpreted the Scriptures. In your answers, do not quote any Scriptures; instead, use Scripture references to back up your statements.
- Correct spelling and numbering. Your work is an exact reflection of who you are.
- Make sure you load your assignment in a PDF format on the LMS system.

6.4. What is a formative assessment?

The goal of formative assessment is to monitor student learning and provide constructive criticism that Learners can use to improve their education and learning.

6.5. What is a summative assessment?

Summative assessment is the final evaluation of a student's knowledge through an invigilated exam.

7. Payment Guidelines for Student

1. **All payments** must be made through the Learner Management System (LMS).
2. Available payment methods: Card (Debit / Credit) and Electronic Funds Transfer (EFT).
3. Credit card payments are processed immediately and EFT payments take two to three days to process. Please use your Order # as a reference and send your proof of payment to info@etta.co.za.
4. Take note that your modules will only be unlocked once your payment was successfully processed.
5. After registration, you will receive a payment link from ETTA for your first payment. This will include your registration fee and your module fees according to the payment option you chose. In the confirmation mail that you will receive when your application was successful, you will be requested to confirm which Payment Option you want to use. (See Payment Options below). Please contact the administrator at info@etta.co.za if you have any questions with regards to the Payment Options.
6. All subsequent payments for modules need to be done through the "Online Shop".

7.1. Online Shop Guidelines

1. "Login" at lms.etta.co.za with your username and password.
2. Click on the "Shop" item in the top-right menu bar (Desktop) or the menu icon (Mobile) and then click on "Shop".

3. Choose the applicable category. Categories are NQF2 Modules, NQF5 Modules, or Additional Fees. (Additional Fees are the External Exam Fee, the Recognition of Prior Learning Fee, and Registration Fee, which are once-off fees).
4. Scroll to the required module and add the module to your "Cart" by hovering over the module and clicking on "Add to Cart". Alternatively, you can click on the Module icon and then click on the "Buy" button to add the module to your "Cart".
5. You can review your "Cart" at the top right by clicking on the "Trolley Icon". A menu will slide from the right, where you can choose to remove items from your "Cart", view your "Cart" or proceed to "Checkout".

7.2. Per Module Payment Option

1. Learners pay per module in advance. Learners can pay for one or more modules after their initial payment during registration.
2. Payments are made through the "Online Shop" on the LMS.
3. Learners will automatically enroll in the module/modules once their payment is processed.
4. There is a once-off Application Fee per course Payable of R 200 and a once-off registration fee of R 500 per course (Both are non-refundable)
5. The External exam fee is a once-off fee that must be paid through the "Online Shop" (Additional Fees Category) in order to gain access to the exam.
6. The Recognition of Prior Learning (RPL) Fee can be paid through the "Online Shop" (Additional Fees Category) if needed.

7.3. Complete Course Payment Option

1. Learners pay for all the modules in advance during registration.
2. ETTA will provide a payment link. (See Payment Guidelines for Learners number 5)
3. There is a once-off Application Fee per course Payable of R 200 and a once-off registration fee of R 500 per course (Both are non-refundable)
4. The External exam fee is a once-off fee that must be paid through the "Online Shop" (Additional Fees Category) to gain access to the exam.
5. The Recognition of Prior Learning (RPL) Fee can be paid through the "Online Shop" (Additional Fees Category) if needed.

The student is responsible for providing proof of payment by email to info@etta.co.za

7.4. Refund Guidelines for Student

- There is a once-off Application Fee per course Payable of R 200 and a once-off registration fee of R 500 per course (both are non-refundable).
- The Recognition of Prior Learning (RPL) is also non-refundable.

Excel Theological Training Academy Learners Manual

- Learners are required to pay all, or a portion of their tuition and fees for any registered course unless enrolment is officially cancelled prior to the start of ETTA classes. If a student does cancel prior to the start of classes, 100% of tuition and fees will be refunded.
- The Academy provides a pro-rata refund for Learners who paid in advance and withdraw within the first six months of classes after enrolment.
- When a student terminates a program within three months of registration, 50% of the tuition fees paid in advance will, on request, be refunded. If the program is terminated within 6 months of registration, 25% of the tuition fees paid in advance may be refunded. No other refunds will be made after 6 months.
- Students will not be refunded for classes of modules they already started and books they received.
- Withdrawal or cancellation occurs on the calendar day that the withdrawal is requested online or in person at the Office of ETTA.

7.5. Exceptions

Exceptions to the tuition and fees policy will be considered for extenuating circumstances. Learners should fill out and submit an Extenuating Circumstances Tuition and Fees Refund Request and provide documentation of the extenuating circumstance with the completed form to the Office of ETTA. The Management Committee will review the application and determine whether or not any additional refund will be made.

8. Code of conduct

1. Integrity and professionalism must be upheld at all times.
2. Learners must always uphold and promote the values and ethos of ETTA.
3. To strive for academic excellence and take pride in their work
4. Learners must respect ETTA's or their campus educational environment and employees and the rights of fellow Learners
5. Learners are responsible and accountable for their ETTA fees.
6. No study materials will be provided unless the account is paid in full.
7. If payment is not received, admission to Modules via the LMS, assignments, and classes will be stalled.
8. As stated in the introduction letter, there are two payment options available.
9. Learners will be held responsible for their fees even though they have a sponsor. Please ensure that your sponsor keeps up with payments due to ETTA.
10. Comply with responsibilities, like attending learning sessions, keeping to deadlines of

Excel Theological Training Academy Learners Manual
assignments, etc.

11. Uphold the name of the institution by proper conduct outside of the area of jurisdiction of the institution.
12. Treat property belonging to ETTA or attending campus and others with respect, and refrain from stealing, damaging, or abusing anything.
13. Be sober and not introduce any alcohol onto the premises or consume any alcohol on the premises without consent.
14. Abstain from using or being found in possession of any drug without a medical prescription.
15. Bring no firearm, dangerous weapon, or explosive onto the premises.
16. Not engage in any criminal offence.
17. Commitment to the ETTA vision and mission
18. Abiding by the policies, procedures rules and regulations of ETTA will not be negotiated.
19. You are enrolled into a specific campus/learning group. If the student wants to be transferred to another campus/group, the facilitator or pastor/manager must sign off on the transfer request confirming the good standing of the student/learner with their previous campus/group.

9. **Excel-Student Payment arrears policy**

9.1. **Head office**

- All monies to be collected from Learners by ETTA Head office.
- The Head office will contact Learners about outstanding money for the module before manuals are sent to campus.
- If Learners do not pay before manuals are sent, they can pay the courier fees for the manual (R100 per POSTNET) or wait to receive the manual when the next manuals are sent.
- LMS will not allow the student to complete modules presented in class via the LMS system.

9.2. **Student**

- Learners are discouraged from not attending classes.
- The student will be blocked on the LMS system, and no manual will be given to the student unless paid for the module.
- The student will thus not be allowed to hand in Assignments unless paid for the module.

9.3. **Facilitator**

- We will receive a list of payments of Learners per module when books are dispatched.
- The facilitator will not have extra books.

9.4. Refunds

When a student terminates a program within 3 months of registration, 50% of the tuition fees paid will, on request, be refunded. If the program is terminated within six months of registration, 25% of the tuition fees paid may be refunded. No further refunds will be made after six months.

10. The external integrated summative assessment (EISA)

The External Integrated Summative Assessment is the final exam students must pass to qualify for certification. The EISA is aimed at testing a deeper understanding and level of expertise where by students must apply their knowledge and skills obtained to real-life or practical situations. The EISA can be compared to a Senior Certificate exam (or matric), the final year of high school, the qualification received on graduating from high school, and the minimum university entrance requirements. The External Integrated Summative Assessment (EISA) is outcome-based learning designed to produce specific, lasting outcomes in learners by the time they leave the training intervention. The EISA is aligned to the Exit Level Outcomes as described in the Curriculum document.

Please send the last page 19 of the document to info@etta.co.za or to the Campus where you are enrolled as a student. **This is proof of evidence and makes out part of your profile.**

11. Statement of Faith

Excel Christian Counselling is, as the name indicates, a Christian training Academy that upholds the Apostolic creed. The Apostolic Creed states:

WE BELIEVE in God eternal, triune, almighty creator, sustainer and ruler of all creation. WE BELIEVE in God the Father, the author of creation and salvation.

WE BELIEVE in Jesus Christ the only Son of God the Father, true God who for the sake of humanity and its salvation, descended from heaven and became flesh; who was conceived by the Holy Spirit and was born by the virgin Mary; who lived on earth and was crucified, died and was buried, who rose from the dead and ascended to heaven where He is seated at the right hand of the Father.

WE BELIEVE in the Holy Spirit, true God proceeding from the Father and the Son, who convicts the world of sin, righteousness and judgement and leads in all truth.

WE BELIEVE that the Bible is the word of God, written by men as the Holy Spirit inspired them. We believe that it authoritatively proclaims the will of God and teaches us all that is necessary for salvation.

Excel Theological Training Academy Learners Manual

WE BELIEVE that all human beings are created in the image of God; due to their sinful rebellion, this image is marred, that all have sinned before God and it is the will of God that all people should receive salvation through faith in Jesus Christ.

WE BELIEVE in the baptism in the Holy Spirit with the initial evidence of speaking in tongues as promised to all believers. We believe in the manifestation of the gifts and fruit of the Spirit in the life of a Christian. We believe that a Christian should be a disciple of Jesus Christ living a consecrated and holy life.

WE BELIEVE that Jesus Christ is the Head of the Church which is constituted by the Holy Spirit and consists of born-again believers. The Church is responsible for the proclamation and demonstration of the gospel and God's will to all people. As a charismatic community, they fellowship with and edify one another.

WE BELIEVE that the believer's baptism, by immersion and the Lord's Supper are instituted by Jesus.

Christ to be observed by the Church.

WE BELIEVE that at the time appointed by God, Jesus Christ will come to take away his Church.

WE BELIEVE in a day of judgement when Jesus Christ will judge the living and the dead. We believe in the resurrection of the body and eternal life for the righteous and eternal punishment for the wicked. We believe in the new heaven and the new earth where God will reign in glory.

12. Acceptance of the ETTA learner's manual and code of conduct

I, _____, I.D. no: _____,

confirm that I have read, understood, and will abide by the ETTA rules as outlined in the ETTA Learner Manual.

I agree to pay the fees specified and to provide ETTA with all necessary documentation.

Date of acceptance: _____

Signature: _____

Please send this page to info@etta.co.za