



## **RUHAMAH COLLEGE OF HIGHER EDUCATION: MISSION STATEMENT**

Ruhamah College of Higher Education is an Evangelical Christian College committed to excellence in Education, Interactive learning, Collaboration, and Research.

Our mission is to provide Biblical, Spirit led, Christocentric distance education via online mode, to equip learners to become leaders in the fields of Education, Theology, and Commerce & Industry.

We believe the Bible is the inspired, infallible Word of God and all teachings and learning experiences at Ruhamah are underpinned with Christian values and Biblical ethical foundations.

## **ENROLMENT REQUIREMENTS: THEOLOGY PROGRAMME**

### **1. MINIMUM ENROLMENT REQUIREMENTS**

The requirements for the Ruhamah College Programs are in accordance with the HEQF and Government Gazette which are as follows:

#### **a) SENIOR CERTIFICATE**

The minimum admission requirement is a National Senior Certificate (NSC) as certified by Umalusi with an achievement rating of 4 (Adequate Achievement, 50-59%) or better in four recognised NSC 20 – credit subjects from the designated list in the Minimum Admissions Requirements for Higher Certificate, Diploma and Bachelor's Degree Programs requiring a National Senior Certificate, Government Gazette, Vol. 482, No. 27961, 18 August 2005. International Applicants with different qualifications may only be admitted if they are judged equivalent by the designated equivalence setting bodies, namely SAQA.

The minimum requirements for international students will be a final school year certificate bearing the same value as the South African National Senior Certificate. **This qualification must be assessed by SAQA and a certified copy of the SAQA assessment certificate must be submitted to Ruhamah College prior to enrolment.**

#### **SAQA Details for Evaluation of Foreign Qualifications:**

**Website:** [www.saqa.org.za](http://www.saqa.org.za); **Call centre:** 012 431-5070, **Helpdesk:** 086 010 3188, **Switchboard:** (012) 431 5000, **Fax:** (012) 431 5147

**Street address:**

SAQA House (formerly known as Hatfield Forum West)  
1067 Arcadia Street, Hatfield  
Pretoria

**Postal Address:**

Post net Suite 248  
Private Bag X06  
Waterkloof, 0145

#### **b) MATURE AGE SUBMISSIONS**

For students who are 28 years or older at the time of registration, will need to provide evidence of three years' work experience, and adequate communication skills in English.

#### **c) RUHAMAH COURSES ARE PRESENTED DISTANCE-ONLINE**

**Adequate computer knowledge and skills are therefore required:**

- The basic understanding and working knowledge of Word,
- The ability to access the internet and research sites,
- Access to emails and knowledge on how to respond to emails.

**Please ensure you have a good PC or Laptop and secure Internet Connection; Registration is not possible without this.**

## **2. APPLICATION AND REGISTRATION PROCESS**

### **a) APPLICATION**

- 1) The application form must be returned with all the Required Documents below.
- 2) The following documentation must be submitted with your application form and **must be certified**:
  - Highest qualification: Matric or a Higher Degree or Certificate or SAQA Certification
  - ID Document or Passport
  - ID photo
  - Contact details of the local Church you attend.

### **b) REGISTRATION AND ENROLMENT**

- 1) Your application will be assessed by the Dean of Ruhamah College and once your application has been signed off, you will be notified.
- 2) With the notification of acceptance, an invoice will be issued for the enrolment and module fees.
- 3) Your Student Number will be sent to you once the **proof of payment for the Non-Refundable Enrolment Fee of R1, 400.00** is paid and emailed to [admin@ruhamahcollege.com](mailto:admin@ruhamahcollege.com)
- 4) If needed, you will be contacted for an interview which will take place online and not in person.
- 5) Payments can be made through EFT or Bank Deposit. **All proof of payments must be submitted on the day of your registration.**

### **3. RUHAMAH: THEOLOGY PROGRAMS:**

- 1) Theology (360 credits): Three-Year Course
- 2) Pastoral Counselling (120 Credits): One-year Course

### **SHORT COURSES IN THEOLOGY: NON-ACCREDITED**

- 1) Church Leadership, Management and Organisational Development (Available 2025)
- 2) The youth minister (Available 2025)
- 3) The children's minister (Available 2025)
- 4) Christian workers' certificate:(Lay Ministry). Same as Theology
- 5) Marriage counselling (Available 3<sup>rd</sup> Trimester)
- 6) Counselling children and their parents (Available 3<sup>rd</sup> Trimester)
- 7) Counselling youth and their parents (Available 3<sup>rd</sup> Trimester)
- 8) Counselling: Human dysfunctional issues (Available 2<sup>nd</sup> Trimester)

## **4. PROGRAMME FEES**

**ALL FEES ARE PAYABLE UPFRONT AND YOU WILL NOT BE GIVEN ANY STUDY MATERIAL OR ACCESS TO CLASS WITHOUT PAYMENT. PLEASE NOTE: YOU CAN ONLY STUDY TWO MODULES PER TRIMESTER.**

### **a) THEOLOGICAL PROGRAMS**

#### **1) Theology, First Year:**

6 Modules at R2,560 per module - 2 Modules per trimester = Total of 6 Modules per year **plus non-refundable enrolment fee of R 1,100**

#### **2) Theology: Second Year**

6 Modules at R2,560 per module - 2 Modules per trimester = Total of 6 Modules per year

#### **3) Theology: Third Year or Higher Certificate in Pastoral Care:**

6 Modules at R2,560 per module - 2 Modules per trimester = Total of 6 Modules per year

#### **4) Pastoral Counselling:**

6 Modules at R2,560 per module - 2 Modules per trimester = Total of 6 Modules per year

#### **5) Christian Workers' Certificate:**

Price R 2, 000 per module. Plus Registration Fee of R 1, 400 (3 Year course with 6 modules per year)

### **b) SHORT COURSES**

- 1) Church Leadership, Management and Organisational Development (R 5, 200)
- 2) The youth worker certificate (R 5,200)
- 3) The children's worker's certificate (R 5,200)
- 4) Marriage Counselling Certificate (R 5,200)
- 5) Counselling Children Certificate (R 5,200)
- 6) Counselling Youth Certificate (R 5, 200)
- 7) Counselling: Human Dysfunctional Issues Certificate (R 5,200)

### **c) PAYMENT PLAN**

#### **1) Theology and Pastoral Counselling**

**Method 1:** Registration fee of R1,100 plus Full Settlement of fees for all the year modules at registration before commencement of studies, EFT, or Bank Deposit with a 20% discount on all the module fees.

**Method 2:** Registration fee of R1,100 plus Trimester payments, and full fees for the trimester (2 Modules per trimester) payable before commencement of studies.

#### **2) Short Courses:** Full Payment up front.

## **5. PROGRAMS IN THEOLOGY**

### **Theology**

#### **First Year Programme (120 Credits)**

##### **Module 1: Introduction to Theology (20 Credits)**

- Theological Research
- Introduction to Christian Theology
- Christian Foundations and Biblical World View

##### **Module 2: Soteriology (20 Credits)**

- Doctrine of Humanity and Sin
- Doctrine of Salvation and Righteousness
- The Heart of Mission: Redemption and Discipleship

##### **Module 3: Pneumatology and Devotional Theology (20 credits)**

- Biblical Theology and Pneumatology
- The Holy Spirit in an African Context
- The Holy Spirit and Missions
- Devotional Theology

##### **Module 4: Missiology I: Theologically Driven Missiology (20 credits)**

- Biblical Perspective to Missions and Cross- Cultural Communication
- Historical Perspective to Missions
- Contemporary Issues in Missions

##### **Module 5: Missiology II: Church's Mission to the Nations (20 credits)**

- Israel
- World Religions
- Islam

##### **Module 6: Missiology III: Attitudes and Strategies for God's Missional People (20 Credits)**

- Discipleship an Ecumenical Understanding of Missions
- Community Engagement and Social responsibility as Missions Practice
- The Life and Attitudes of God's Missional People

## **Theology**

### **Second Year Programme (120 Credits)**

#### **Module 1: Biblical Studies I: Journey through the Old Testament (20 Credits)**

- Life and Leadership in the Old Testament
- The Torah
- The Prophets
- Wisdom and Poetry writing

#### **Module 2: Biblical Studies II: Journey through the New Testament I (20 credits)**

- Life and Leadership in the New Testament.
- The Gospels
- The Book of Acts
- The Pauline Epistles

#### **Module 3: Biblical Studies III: Journey through the New Testament II (20 Credits)**

- General Epistles
- Hebrews and the Supremacy of Christ
- The Doctrine of the Future

#### **Module 4: Ecclesiology and Leadership (20 Credits)**

- Doctrine of the Church
- Church Growth
- Church Management and Organisational Development

#### **Module 5: Biblical Leadership and Ethics (20 credits)**

- Christian Ethical Worldview
- The Role of the Church / Christian Leader in Society

#### **Module 6: Practical Theology for Christian leaders (20 Credits)**

- Church Leadership Styles, Models, and Attitudes.
- Practical Theology: A Theological Discipline
- Problem-Solving & Decision-making for the Christian Leader

## **Theology**

### **Third Year Programme (120 Credits)**

#### **Module 1: Hermeneutics and Pastoral Study Methods (20 Credits)**

- Introduction to Hermeneutics and Pastoral Inductive Studies
- Contextual Theology

#### **Module 2: Historical Theology (20 credits)**

- A Survey of Church History
- Theology in a Southern African Context

#### **Module 3: Christology, Faith, and Kingdom (20 credits)**

- The Doctrine of Christ and Christian Faith, a Pastoral focus
- The Doctrine of the Kingdom, a Pastoral Focus

#### **Module 4: Pastoral Care Theory I (20 Credits)**

- The Shephard and his Flock
- Pastoral Tasks, Activities and Strategies

#### **Module 5: Pastoral Care Theory II: Christian Educational Methods (20 Credits)**

- Adults
- Youth Ministry
- Children's Ministry

#### **Module 6: Pastoral Care III: Teaching and Preaching (20 credits)**

- Adult Ministry: Liturgy, Sermon Planning and Presentation
- Youth Ministry: Liturgy, Lesson Planning & Presentation
- Children's Ministry: Liturgy and Lesson Planning & Presentation



## **Pastoral Counselling (120 Credits):**

### **One-Year Course**

#### **Module 1: A Theology for Biblical Counselling (20 Credits)**

- Theological Counselling
- Legal, Ethical and Moral Issues in Counselling

#### **Module 2: Biblical Counselling and the Church (20 Credits)**

- Counselling: A Vision for the Entire Church
- Equipping Biblical Counsellors
- Developing a Counselling Program

#### **Module 3: Human Dysfunction and Pastoral Therapy (20 credits)**

- Human Dysfunctional Issues and Crises
- Interpersonal Dysfunction

#### **Module 4: Illness and Pastoral Therapy (20 credits)**

- Pastoral Therapy for the Physical ill, Disabled and Elderly.
- HIV/AIDS Care and Counselling

#### **Module 5: Pastoral Counselling for Families I (20 Credits)**

- Biblical Perspectives on Marriage and Family
- Divorce, Divorce Recovery and Remarriage

#### **Module 6: Pastoral Counselling for Families II (20 Credits)**

- The Christian Family: The Bible and Parenting
- Counselling Children and their Parents
- Counselling the Adolescent and Youth

## **6. TIMETABLE**

### **FIRST TRIMESTER**

Year	Monday	Tuesday	Wednesday	Thursday
1st year	Introduction to Theology	Introduction to Theology	Soteriology	Soteriology
2nd Year	Old Testament	Old Testament	New Testament I	New Testament I
3rd Year	Hermeneutics	Hermeneutics	Historical Theology	Historical Theology
Counselling	Theology for Biblical Counselling	Theology for Biblical Counselling	Counselling & The Church	Counselling & The Church

### **SECOND TRIMESTER**

Year	Monday	Tuesday	Wednesday	Thursday
1st year	Pneumatology	Pneumatology	Missiology I	Missiology I
2nd Year	New Testament II	New Testament II	Ecclesiology & Leadership	Ecclesiology & Leadership
3rd Year	Christology	Christology	Pastoral Care Theory I	Pastoral Care Theory I
Counselling	Human Dysfunction	Human Dysfunction	Illness & Pastoral Therapy	Illness & Pastoral Therapy

### **THIRD TRIMESTER**

Year	Monday	Tuesday	Wednesday	Thursday
1st year	Missiology II	Missiology II	Missiology III	Missiology III
2nd Year	Biblical Leadership and Ethics	Biblical Leadership and Ethics	Practical Theology	Practical Theology
3rd Year	Pastoral Care Theory II	Pastoral Care Theory II	Pastoral Care III	Pastoral Care III
Counselling	Counselling for Families I: Marriage	Counselling for Families I: Marriage	Counselling for Families II: Parenting	Counselling for Families II: Parenting

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## 7. YEAR PLANNER

January			February			March			April			May			June		
1	M					1	F	Assignment 1				1	W	Workers Day			
2	T	New Year's	1	T		2	S		1	M	Family Day	2	T		1	S	
3	W		2	F		3	S		2	T	Week 8	3	F		2	S	
4	T		3	S		4	M	Week 4	3	W		4	S		3	M	Week 3
5	F		4	S		5	T		4	T		5	S		4	T	
6	S		5	M		6	W		5	F		6	M	Week 13	5	W	
7	S		6	T		7	T		6	S		7	T	Exam	6	T	
8	M		7	W		8	F		7	S		8	W	Exam	7	F	Assignment 1
9	T		8	T		9	S		8	M	Week 9	9	T	Exam	8	S	
10	W		9	F		10	S		9	T		10	F		9	S	
11	T		10	S		11	M	Week 5	10	W		11	S		10	M	Week 4
12	F		11	S		12	T		11	T		12	S		11	T	
13	S		12	M	1 <sup>st</sup> Trimester	13	W		12	F	Assignment 3	13	M	Holiday	12	W	
14	S		13	T	Week 1	14	T		13	S		14	T	Holiday	13	T	
15	M		14	W		15	F		14	S		15	W	Holiday	14	F	
16	T		15	T		16	S		15	M	Week 10	16	T	Holiday	15	S	
17	W		16	F		17	S		16	T		17	F	Holiday	16	S	Youth Day
18	T		17	S		18	M	Week 6	17	W		18	S	Holiday	17	M	Youth
19	F		18	S		19	T		18	T		19	S		18	T	Week 5
20	S		19	M	Week 2	20	W		19	F		20	M	2 <sup>nd</sup> Trimester	19	W	
21	S		20	T		21	T	Human Rights	20	S		21	T	Week 1	20	T	
22	M		21	W		22	F	Assignment 2	21	S		22	W		21	F	
23	T		22	T		23	S		22	M	Week 11	23	T		22	S	
24	W		23	F		24	S		23	T		24	F		23	S	
25	T		24	S		25	M	Week 7	24	W		25	S		24	M	Week 6
26	F		25	S		26	T		25	T		26	S		25	T	
27	S		26	M	Week 3	27	W		26	F	Assignment 4	27	M	Week 2	26	W	
28	S		27	T		28	T		27	S	Freedom Day	28	T		27	T	
29	M		28	W		29	F	Good Friday	28	S		29	W		28	F	Assignment 2
30	T		29	T		30	S		29	M	Week 12	30	T		29	S	
31	W					31	S		30	T		31	F		30	S	

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July			August			September			October			November			December		
1	M	Week 7	1	T		1	S		1	T		1	F	Assignment 3	1	S	
2	T		2	F	Assignment 4	2	M	3 <sup>rd</sup> . Trimester	2	W		2	S	Week 10	2	M	
3	W		3	S		3	T	Week 1	3	T		3	S		3	T	
4	T		4	S		4	W		4	F		4	M		4	W	
5	F		5	M	Week 12	5	T		5	S		5	T		5	T	
6	S		6	T		6	F		6	S		6	W		6	F	
7	S		7	W		7	S		7	M	Week 6	7	T		7	S	
8	M	Week 8	8	T		8	S		8	T		8	F		8	S	
9	T		9	F	Woman's Day	9	M	Week 2	9	W		9	S		9	M	
10	W		10	S		10	T		10	T		10	S		10	T	
11	T		11	S		11	W		11	F	Assignment 2	11	M	Week 11	11	W	
12	F		12	M	Exam	12	T		12	S		12	T		12	T	
13	S		13	T	Exam	13	F		13	S		13	W		13	F	
14	S		14	W	Exam	14	S		14	M	Week 7	14	T		14	S	
15	M	Week 9	15	T	Exam	15	S		15	T		15	F		15	S	
16	T		16	F		16	M	Week 3	16	W		16	S		16	M	
17	W		17	S		17	T		17	T		17	S	Assignment 3	17	T	
18	T		18	S		18	W		18	F		18	M	Week 12	18	W	
19	F	Assignment 3	19	M	Holiday	19	T		19	S		19	T		19	T	
20	S		20	T	Holiday	20	F	Assignment 1	20	S		20	W		20	F	
21	S		21	W	Holiday	21	S		21	M	Week 8	21	T		21	S	
22	M	Week 10	22	T	Holiday	22	S		22	T		22	F		22	S	
23	T		23	F	Holiday	23	M	Week 4	23	W		23	S		23	M	
24	W		24	S	Holiday	24	T	Heritage Day	24	T		24	S		24	T	
25	T		25	S	Holiday	25	W		25	F		25	M	Exam	25	W	
26	F		26	M	Holiday	26	T		26	S		26	T	Exam	26	T	
27	S		27	T	Holiday	27	F		27	S		27	W	Exam	27	F	
28	S		28	W	Holiday	28	S		28	M	Week 9	28	T	Exam	28	S	
29	M	Week 11	29	T	Holiday	29	S		29	T		29	F	YEAR END	29	S	
30	T		30	F	Holiday	30	M	Week 5	30	W		30	S		30	M	
31	W		31	S	Holiday				31	T					31	T	

**Please read the prospectus carefully before filling out your application form.**

### **ONLINE LEARNING**

- 1) Studies are conducted via our Online Learning Platform (We use Microsoft TEAMS), and we communicate via email. Refer to the Timetable for Days and times of the interactive lessons.
- 2) Classes are Video-recorded and uploaded on the TEAMS platform for downloading and listening.
- 3) Examinations and assignments are also submitted online.
- 4) Our live broadcasts are presented Monday to Thursday in the afternoon between 15h00 and 20h00 and each lesson presentation / activity lasts between 90 minutes and two (2) hours.
- 5) You will receive a study guide for each module with the exit outcomes, assessment questions and prescribed material, study material and Bibliography.
- 6) The First Trimester starts the second week of February each year and the year ends with the Third Trimester by end of November each year.
- 7) It is very important for students to attend all teaching and learning activities, but it is specifically important that you attend the first sessions of each Trimester. You need this time to familiarize yourself with the program & subject matter, and policies & procedures at Ruhamah.
- 8) Assignments: You will be expected to hand in four (4) assignments for each module. Students cannot afford to fall behind in their assignments because a) our courses are built around self-research projects and b) you will not be allowed to write exams if you did not get at least 50 % in all your assignments.
- 9) Please read your study guides carefully because they contain important information to help you succeed.
- 10) **Ensure that you provide us with a [working email address](#) and please notify us when there is any change in your contact details.**

### **TIMETABLE WITH MODULES**

**We take enrolments at the beginning of each Trimester. Refer to our year planner above for the starting dates.**

- 1) Page 10 in the prospectus indicates the modules per evening and trimester.
- 2) Please take note of the Assignment dates and Examination dates for each Trimester. No late assignments will be excepted.
- 3) No individualized examination dates will be set. Everyone writes at the same time on the same date to ensure fair assessment practice. Refer to the assessment policy in your study guide.

### **CLASS ATTENDANCE AND SELF-STUDY POLICY**

- 1) Self - study: Please note that our study guides are not conclusive or comprehensive in dealing with the modules and the student must do self-research to get fully acquainted with the content covered in all the study modules. Refer to the reference lists displayed on the first pages of your study guides.
- 2) Please get acquainted with the exit outcomes and assessment questions as this outline the content of the material that must be mastered.
- 3) The student must also attend all the interactive lessons online. You will receive valuable information from the subject experts and can interact with your lecturers online.

**Please send the completed forms (Pages 12-15) to [admin@ruhamahcollege.com](mailto:admin@ruhamahcollege.com) along with **certified** copies of the following:**

- 1) A clear copy of your ID/Passport Document
- 2) Your matric certificate or equivalent or,
- 3) Your highest qualification received.
- 4) 1 clear Id/passport size photos