

**S T A N D R E W ' S G R E E K O R T H O D O X
T H E O L O G I C A L C O L L E G E**

GENERAL GUIDELINES FOR RESIDENT STUDENTS

2020

1. INTRODUCTORY NOTE

- 1.1 In the College's understanding of Orthodox theology and its sacred task - the training of well-disciplined, educated, responsible and dedicated priests, religious educators and lay workers - academic excellence cannot be separated from spiritual effort, a life of personal and corporate prayer and participation in the Holy Sacraments, and from active participation in the life of the College community in general. Therefore, every student is encouraged to study the content of the Christian revelation and to appropriate that saving revelation in a personal way.
- 1.2 By the very fact of his application and acceptance to the College, each student is bound to the ecclesiastical regulations, moral standards and behaviour traditionally expected by the Orthodox Church from those who desire to minister in the Church and in obedience to which he is expected to live throughout the time of his association with the College and beyond, seeking to further cultivate the Orthodox ethos and *phronema* as a conscientious Christian.
- 1.3 Therefore, any neglect in discipline, moral lapse, crime, truancy, flagrant breach of academic honesty (such as plagiarism), insubordination to authority or actions contrary to the best interest of the College will lead to disciplinary action by the Dean, and if serious enough, to suspension or immediate dismissal.

2. SPIRITUAL LIFE

2.1 Chapel

- 2.1.1 Corporate worship in the chapel is the very heart of College life. Participation in the daily, weekly and annual cycle of services is the first spiritual obligation of every College student and therefore compulsory.
- 2.1.2 Morning chapel service - 9:00am-9:30am (Mon-Thur)
Evening chapel service – 4:30pm-5:00pm (Mon-Thur)
- 2.1.3 Students are expected to take an active part in reading, chanting and serving. Consent by the Dean or his designate is required if such participation is not possible on any given day. Absenteeism will be referred to the Dean.

2.2 Church attendance

- 2.2.1 On certain feast days which fall during the week, chapel service will be replaced by the celebration of the Divine Liturgy in the Cathedral. Students will be notified of services in advance and expected to attend. On weekends non-resident students are exempt from attending church services at the Cathedral, unless they choose to do so.
- 2.2.2 Resident students are required to serve in the Cathedral on Sundays, either with the choir or in the sanctuary (not merely in the congregation), unless permission is received from the Dean to serve at another parish.

2.3 Spiritual Formation

- 2.3.1 In view of the importance of all aspects of worship within the College itself and Orthodox life as a whole, each student's participation will be regularly reviewed by the Dean. Students are advised to make an appointment to see the Dean at least once a semester.

- 2.3.2 Moreover, **all** students are expected to share in the sacramental life of the church community under the guidance of a spiritual father.

3 . A C A D E M I C L I F E

3.1 Lectures

- 3.1.1 To complete a course unit, a student must participate in **ALL** contact hours, field work and other activities prescribed for the course unit component and satisfy the assessment work required. No student can satisfactorily complete a course unit if they have missed more than two weeks' worth of classes in a given unit without valid reason. In the case that a student cannot attend a class, he must inform the Lecturer involved. Absenteeism will be referred to the Dean.

3.2 Work submissions

- 3.2.1 Each assessment task has a time limit within which it must be completed. Written work is to be submitted to the Registrar by the end of the due date stipulated in the Course Unit Booklet. Alternative arrangements between Lecturer and student must be brought to the attention of the Registrar.
- 3.2.2 Requests for extensions will be granted if a student has or has had a **medical** or **other serious misadventure** which could impair their performance in the course unit. Serious misadventure can include serious illness, death in the family, severe emotional strain and/or eviction from one's housing.
- 3.2.3 Any student requiring an extension must follow the procedure outlined in each Course Unit Booklet, and on the college website, and provide supporting documentation. All this must be finalised **before** the original due date.
- 3.2.4 Work handed in late without permission for an extension may attract an automatic penalty deduction.
- 3.2.5 Please note: Parish duties or excuses such as "too much work in other course units" do not constitute adequate grounds for extension. They may indicate poor planning on the part of the student.

3.3 Library

- 3.3.1 As part of the nurturing of sound academic progress, library hours up until 6:00pm during the semester are provided for students to utilise learning resources, Monday through Thursday, and until 5:00pm on Friday.
- 3.3.2 There is a limit to the number of items that a student may borrow at any one time. Please consult the library brochure for further details. Students are advised to use the library's resources wisely and effectively.
- 3.3.3 A student identification card should be displayed in order to borrow items.
- 3.3.4 Fines may apply on overdue items. Academic results will not be released at the end of a semester, nor graduation procedures enacted at the end of a course of study, until all overdue items have been returned and relevant fines are settled.
- 3.3.5 Items lost or damaged will be replaced or restored at the student's expense.

4 . R E S I D E N T I A L L I F E

4.1 Overview

- 4.1.1 All resident students are clearly engaged in full time theological study and reflection. No student may undertake employment of any sort without the knowledge and permission of the Dean.
- 4.1.2 Residential accommodation is only provided during the academic period, and students are expected to vacate their rooms soon after the completion of the academic period. Any exception to this may only be granted by the Dean.

- 4.1.3 The College feels responsible for the well-being, safety and good progress of each student. All resident students must observe a curfew as advised by the resident Chaplain. Exceptions to this, with valid reason, must be referred to the resident Chaplain.

4.2 Cleaning Duties

- 4.2.1 In the spirit of Christian brotherhood, every student of the College is expected to give a portion of his time for cleaning and library duties as assigned. The timetable itself allots time for this task. Duties are to be carried out according to the roster prepared by the Chaplain.
- 4.2.2 The kitchen is to be left clean at all times. For reasons of hygiene this basic rule of cleanliness is of paramount importance. Any utensil or item used must be washed, dried, and put away as soon as you finish eating/drinking as common courtesy dictates. A daily kitchen duty roster will be posted requiring students in turn to clean the kitchen area and empty the garbage bin, in addition to their assigned weekly duty.
- 4.2.3 Garbage is to be disposed of responsibly and regularly in the correct garbage bins.
- 4.2.4 Clean paper waste and cardboard are to be disposed responsibly in the recycling bin located outside the library.
- 4.2.5 Periodic room inspections of dormitories will be carried out by the Dean or his designate.
- 4.2.6 Negligence in these matters will be referred to the Dean.

4.3 Maintenance

- 4.3.1 St Andrew's Greek Orthodox Theological College was built from funds and labour generously donated by good-willed members of the Greek Orthodox community wishing to realise the dream of establishing a tertiary institution for religious education. As a mark of honour and appreciation to these forbearers, and in consideration of the future generations who will become a part of the life of the College, St Andrew's requires all students and staff to be mindful of the care of all college and dormitory facilities.
- 4.3.2 Any person found to have committed an act of violence or vandalism against College property will be required to explain their actions to the Dean and summarily pay compensation for the damage caused.

4.4 Interstate travel for resident students

- 4.4.1 Permission is required from the Dean before any travel plans are made. No student is permitted to make travel arrangements that will effect their regular participation in College life and study. Students are required to remain at the College during any short non-teaching periods prescribed by the College.

4.5 Personal hygiene

- 4.5.1 In the interests of general health and quality of living, each resident student is asked to maintain a high level of personal hygiene and care of their respective dormitory room. Each student is expected to make use of laundry facilities once a week.

5. OTHER GENERAL GUIDELINES

- 5.1 During College hours, students are not to wear shorts, sleeveless body shirts or undershirts, T-shirts with inappropriate inscriptions, or thong-style sandals. During Cathedral or chapel services students are expected to wear their cassocks with black shoes. All official functions have a standard dress code: dark suit/pants, plain white shirt (with collar), College tie (to be provided to new students upon commencement), black cassock. Students who are ordained clergyman should dress accordingly.
- 5.2 No student is permitted within the Archdiocese Office area unless they have particular business or a specific appointment with a member of the staff.

- 5.3 When visiting the Archdiocese Office, students are to observe the same dress code as that stipulated in the first sentence of paragraph 5.1 above.
- 5.4 No food or drink is to be consumed in the lecture rooms.
- 5.5 Smoking is not permitted on College grounds. Students confronting this issue should seriously consider consulting their medical practitioner and sites such as www.health.gov.au/health-topics/smoking-and-tobacco.
- 5.6 No alcohol is to be consumed in the dormitories. Moderate amounts are permitted only in the downstairs common room.
- 5.7 Doors to the College's hall entrance, courtyard, and upstairs corridor are to be kept locked at all times for security purposes, especially after lecture hours. The outside gates of the Archdiocese car park are to be kept locked after hours.
- 5.8 A bond of \$120 must be paid for the use of a dormitory room key. This will be forfeited if the key is lost. The bond will be fully refunded after the key is returned.
- 5.9 Visitors are expected to leave College premises by 8:00pm.
- 5.10 From 10:00pm there is to be silence in the dormitory area out of basic courtesy to fellow resident students, and as private study, prayer and personal reflection require this. Quiet discussion is permitted in the computer room, TV room, and the downstairs refectory and recreation areas.
- 5.11 For the purpose of fire prevention, oil lanterns, candles, incense burners as well as cooking devices are not permitted in the dormitory rooms, or anywhere in the dormitory area.
- 5.12 No items are to be hung on walls or doors in any fashion without the permission of the Dean, except an icon for devotional needs.
- 5.13 Personal television sets and refrigerators are strictly not permitted in the dormitories. Personal computers or laptops, radios, cassette and disc players are permitted but consideration must be shown towards fellow resident students when using these items.
- 5.14 Wi-Fi is available throughout the dormitory building. The I.T. Officer assists students with connectivity issues and related queries.
- 5.15 Usage of social media platforms is guided by the College's Social Media Usage Policy as outlined on the College's website.
- 5.16 At the end of the academic year, each resident student may be required to hand in their room and college keys to the Chaplain or Registrar.
- 5.17 Students with private vehicles are not permitted to leave them on the premises during the long summer or winter vacation breaks. Interstate resident students may leave their vehicles on the premises during the short mid-semester recesses only after consultation with the resident Chaplain and Registrar.
- 5.18 The Faculty Board of St Andrew's Greek Orthodox Theological College may in any given case, in the best interests of the student, the College or the Church, vary, dispense with or suspend any requirement of or prescription by these guidelines.

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All students are ambassadors of the Theological College and of the Orthodox Church in general. They are to keep this in mind by keeping a sensible code of dress and responsible behaviour both within and outside the Theological College, and when engaging with social media, as is befitting students of this sacred study and calling.

[Last Updated: 1 October 2020]