



Alphacrucis University College

COURSE HANDBOOK

DIPLOMA OF COMMUNITY SERVICES AND DIPLOMA OF CHAPLAINCY

School of Health and Human Sciences

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Overview

Diploma of Community Services and Diploma of Chaplaincy	Program Director	Rebecca Jones
	AQF Level	AQF Level 5 (Higher Education)
	Qualification	Diploma
	Subjects	12
	Languages of Instruction	English
	ASCED Code	090501 and 091703
	Accreditation	Self-accreditation (<i>accredited in 2025</i>)
	Course Length	1.5 year full-time; up to 5 years part-time
	Entry Requirements	https://www.ac.edu.au/awards/diploma-of-community-services-and-diploma-of-chaplaincy/

COURSE OVERVIEW

The Diploma of Community Services and Diploma of Chaplaincy is a double diploma arrangement that leads to two separate awards in the minimum possible time. The double Diploma of Community Services and Diploma of Chaplaincy provides an introductory body of knowledge and skills in the discipline areas of community services and chaplaincy. The program is designed to produce graduates who can apply integrated technical and theoretical concepts across both fields in a broad range of contexts from a Christian worldview, as well as embody integrity, professional knowledge, and social skills, making a positive contribution to society.

The double Diploma introduces students at a foundation level to the sources and content of both community services and chaplaincy and provides training which emphasises vocational application in community-based and chaplaincy work. Graduates will have cognitive and communication skills to identify and analyse a range of ideas and perspectives in community and pastoral care contexts, specialist technical and creative skills to express those ideas, and will be able to demonstrate an ability to apply a body of knowledge in a range of contexts. Students will perform complex technical operations in real-life community service and chaplaincy contexts with personal responsibility and autonomy and will demonstrate an ability to plan, design, implement and evaluate approaches to community and chaplaincy problems and requirements.

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Course Structure

Note: Contact the Student Support Team for access to previous course version.

This course structure applies to students enrolled from Semester 2, 2025 onwards.

This dual diploma course structure is based on three semesters (each of 13 weeks duration), with four subjects taught in each semester. It comprises:

- 70 credit points of compulsory core subjects; and
- 50 credit points of electives.

To qualify for award of the dual diploma of Diploma of Chaplaincy and Diploma of Community Services a candidate shall accrue an aggregate of at least 120 credit points, including satisfactory completion of the core subjects noted below.

Content of the course of study		Credit points
Core Subjects	ACA001 Faith and Purpose MIN013 Chaplaincy Ministry MIN014 Theory and Practice in Chaplaincy MIN015 Chaplaincy Support in Practice SSC020 Foundations of Community Services SSC021 Foundational Communication Skills EXP009 Professional Practice or SSC022 Professional Placement – Community Services	7 x 10
Electives	Any five SSC subjects at 000 and 100 level from the following: SSC010 Understanding Trauma SSC011 Understanding Addictions SSC012 Methods of Youth Work SSC015 Group Work SSC110 Psychology of Emotion and Wellbeing SSC116 Community Engagement	5 x 10
Specialisation	There are no specialisations.	
Rules of Progression	Placement to be completed in final semester	
Other Protocols of the Course	For Chaplain Australia Accreditation application eligibility, students must complete SSC010 Understanding Trauma, SSC011 Understanding Addictions, SSC012 Methods of Youth Work.	
Pre-requisites for specific subjects	Pre-requisites are noted on the subject websites. Students must have completed the pre-requisite to enrol in the subject. Must have the appropriate police checks and/or approvals for working with children.	
Bridging/ Nested Courses	There are no nested courses within this course of study	

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Recommended Course Progression

Based on a full-time study mode

Students can track course progression using the template at the end of this handbook.

CORE	ELECTIVE
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First Year			
Semester 1		Semester 2	
ACA001	Faith and Purpose	SSC020	Foundations of Community Services
MIN013	Chaplaincy Ministry	SSC021	Foundational Communication Skills
MIN014	Theories and Practices in Chaplaincy		Elective
MIN015	Chaplaincy Support in Practice		Elective
Second Year			
Semester 3			
EXP009 or SSC022	Professional Practice or Professional Placement – Community Services		
	Elective		
	Elective		
	Elective		



Course Learning Outcomes

Graduates will be able to demonstrate:
• General understanding of key issues, recent scholarship and practices within chosen discipline area of community services, consistent with a Christian worldview.
• Technical and theoretical understanding of research principles and methods, and knowledge of research approaches used in the discipline area of community services.
Graduates will be able to demonstrate the ability to:
• To identify, analyse and synthesise theoretical knowledge in the discipline area of community services
• To examine a complex problem or management requirements using appropriate methodologies and theories from the discipline area of community services;
• To analyse and synthesise ideas and theories from other disciplines related to the discipline area of community services;
• To communicate effectively and creatively ideas and perspectives to peers and general audiences in diverse contexts.
• To articulate questions or issues and apply the knowledge and skills developed within the discipline area of community services to develop appropriate solutions;
• To work independently, responsibly and with the level expected in a broad range of professional and community services contexts;
• To collaborate in team projects to make a positive contribution toward social issues;
• To undertake self-reflection and evaluation of performance for the purpose of vocational development.



Work Integrated Learning

Work-Integrated Learning may be undertaken through various Professional Practice and Professional Experience subjects at AC. These subjects seek to create a direct linkage between the learning, skills and values engaged in lectures, and the reflection which occurs when these are applied in real-life settings. These work-based training subjects comprise of instruction, academic assessment and a placement in a workplace for each subject.

To qualify for this course, a candidate will complete at least 1 subject of Professional Practice (placement).

For further information please refer to the SHHS Student Moodle Page.

Other Course Information

For other course information, such as information on Professional Accreditation and available intakes, visit the course web page:

<https://www.ac.edu.au/awards/diploma-of-community-services-and-diploma-of-chaplaincy/>

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Useful Links

AC WEBSITE



<https://www.ac.edu.au/>

ACADEMIC CALENDAR



<https://www.ac.edu.au/key-dates/>

HOW TO ENROL



Please see the [Timetable](#) for available subjects and contact [Student Support Team](#) for tailored academic advice before completing the enrolment form.

AC POLICIES



<https://ww1.ac.edu.au/ppm/>

LEARNING MANAGEMENT SYSTEM



Enrolled students will have access to AC's [LMS](#)

FEES



<https://www.ac.edu.au/fees-financing/>

STUDENT FORMS



<https://www.ac.edu.au/forms/>

GRADUATE ATTRIBUTES



<https://ww1.ac.edu.au/ppm/graduate-attributes-policy/>



Student Support

The Student Support team are available if you need assistance. Email the team via: studentsupport@ac.edu.au or book a phone or video call via: [Bookings](#)

Phone: (02) 8893 9005

<https://www.ac.edu.au/student-services/>

For disability support please contact dso@ac.edu.au

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Course Progression Tracking Template

Diploma of Community Services and Diploma of Chaplaincy

Student Name:	
Student ID Number:	
Commencement:	

For detailed subject information please refer to the [website](#)

Core Subjects		Enrolment	Notes
ACA001	Faith and Purpose		
MIN013	Chaplaincy Ministry		
MIN014	Theories and Practices in Chaplaincy		
MIN015	Chaplaincy Support in Practice		
SSC020	Foundations of Community Services		
SSC021	Foundational Communication Skills		
EXP009	Professional Practice in Chaplaincy or		
SSC022	Professional Placement – Community Services		

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Chaplaincy Elective Subjects		Enrolment	Notes
SSC010	Understanding Trauma		
SSC011	Understanding Addictions		
SSC012	Methods of Youth Work		
Elective Subject			
	<i>Elective 1:</i>		
	<i>Elective 2:</i>		

OR (for those not pursuing chaplaincy accreditation)

[Subject Search](#)

Elective Subjects		Enrolment	Notes
	<i>Elective 1:</i>		
	<i>Elective 2:</i>		
	<i>Elective 3:</i>		
	<i>Elective 4:</i>		
	<i>Elective 5:</i>		