



INSTITUTIONAL PROFILE

SECTION A

Instructions

Please fill out all of this section in as much detail as possible. If you have more than one site please fill in the information accordingly under the section 'Site locations and basic data' and repeat the table as required. If you have different admissions and graduation requirements for each level, please state the relevant information for each level.

Institutional Data

Institution Name

ST. ANDREW'S THEOLOGICAL COLLEGE (SATC)

History

St. Andrew's Theological College (SATC), situated in San Fernando Trinidad, was founded in the year 1892, to provide training for local pastors of the Presbyterian Church in Trinidad.

Later, SATC opened its doors to students of other denominations where they began their training before proceeding to other theological institutions, primarily to The United Theological College of the West Indies in Jamaica and also to seminaries in North America.

From 1983, SATC began its own full training programmes. Since 2009, run and administered by a Board of Directors, appointed by the Synod of the Presbyterian Church of Trinidad and Tobago, SATC is committed to theological training within an ecumenical setting with both students and lecturers coming from other Christian denominations. SATC offers a variety of courses aimed at catering to those who want to have a better understanding of what it means to be Christian. SATC also caters to those who are aiming to serve in the various orders of the Church, either on a part-time or full-time basis.

Vision Statement

St. Andrew's Theological College (SATC) offers theological training in an ecumenical setting in order to equip persons for various forms of Christian Ministry locally, regionally and internationally.

Mission Statement

The mission of St. Andrew's Theological College (SATC), grounded in its motto *adduxit eum ad Jesum* (and he brought him to Jesus), is to provide programs of training that prepare its students for leadership marked by faith, integrity, scholarship, and competence in the Church and in the wider community.

Legal Status

- Private
 Public
 Other

NON PROFIT

Please state the institution's registration number from the Registrar of Companies (if relevant)

S6004 (95)

Is the institution registered with the Ministry of Education?

- Yes
 No

If yes, please state the Registration number from the Ministry of Education.

#720

Institutional Leadership

Head of Institution		Rev. Harold Sitahal
Position		Principal
Contact Information	Office Tel.	652-3210, 653-0449
	Mobile	769-1067
	Email	harold.sitahal@satc.edu.tt

Site Locations and Basic Data

Number of Sites

ONE (1)

Please repeat this section below for every site you currently operate.

<input checked="" type="radio"/>	Main site	
<input type="radio"/>	Satellite Site	
Site Location	P.O.BOX 92, PARADISE HILL, SAN FERNANDO	
Site Manager	PRINCIPAL	
Address	P.O.BOX 92, PARADISE HILL, SAN FERNANDO	
City	SAN FERNANDO	
Country	TRINIDAD	
Telephone	652-3210, 653-0449	
Fax	652-3210	
Email	mail@satc.edu.tt	
Website	satc.edu.tt	
Staff Resources	Full-Time	Part-Time
Teaching Staff	2	7
Administrative	2	1
Other	3	

Admission and Graduation Requirements

Please repeat this table as many times as is necessary.

Level	Associate Degree (Licentiate in Theology)
Admission Requirements	Five (5)CSEC/CXC/GCE Ordinary Level passes and Two (2) Advanced Level GCE/CAPE passes
Graduation Requirements	90% attendance of 720 contact hours/Minimum examination mark of 60%.
Level	Diploma (Theology)
Admission Requirements	Three (3)CSEC/CXC/GCE Ordinary Level passes
Graduation Requirements	90% attendance of 255 contact hours/Minimum examination mark of 50%.
Level	Diploma (Lay Pastor)
Admission Requirements	Five (5)CSEC/CXC/GCE Ordinary Level passes
Graduation Requirements	90% attendance of 240 contact hours/Minimum examination mark of 50%.

Level	Certificate (Assistant Lay Pastor)
Admission Requirements	Secondary Education/Mature Student
Graduation Requirements	90% attendance of 144 contact hours/Minimum examination mark of 50%.
Level	Certificate (Religious Studies)
Admission Requirements	Secondary Education/Mature Student
Graduation Requirements	90% attendance of 144 contact hours/Minimum examination mark of 50%.
Level	Certificate (Christian Education)
Admission Requirements	Secondary Education/Mature Student
Graduation Requirements	90% attendance of 72 contact hours/Minimum examination mark of 50%.
Level	Certificate (Presiding Elder)
Admission Requirements	Five (5) CSEC/CXC/GCE Ordinary Level passes
Graduation Requirements	90% attendance of 144 contact hours/Minimum examination mark of 50%.
Level	Certificate (Elders' Training)
Admission Requirements	Elder Elect
Graduation Requirements	90% attendance of 72 contact hours/Minimum examination mark of 50%.

Grading Scale

Please note that the grading scale refers to the method for determining an individual's grade and the range of grades possible.

1. Examinations:

A course may be examined in one or more examination papers. This may include course papers. Supplemental Examinations would also be held if necessary. Students would be required to gain at least a 50% grade in order to obtain a Credit in a particular course. In addition, they must have a 90% record of attendance at classes in order to write examinations and obtain Credits for any course.

Ministerial students of the Presbyterian Church of Trinidad and Tobago are required to gain a 60% mark to obtain a Credit.

Any student who has failed three (3) or more courses in a year will be required to repeat the particular year, before proceeding further in the program.

It is important to note that if a **deadline date** is given for course papers/work or Final Examination Papers, the lecturer should honour that deadline. In extenuating cases, the lecturer may give reasonable extensions.

Lecturers are responsible for the supervision of their examinations. **If they are unable to do so they must inform the Administrative Assistant to make other arrangements.**

Each lecturer is required to submit his/her Examination Grade Sheets **no later than three (3) weeks** following the date of the final examination on the Examination Time-Table for each Semester.

Grading System

Grade	Mark	Definition	Point-Value
A+	86-100		4.30
A	70-85	Excellent	4.00
A-	67-69		3.70
B+	63-66	Good	3.30
B	60-62		3.00
B-	57-59		2.70
C+	53-56		2.30
C	50-52	Fair	2.00
C-	47-49		1.70
D+	43-46		1.30
D	40-42	Poor	1.00
D-	37-39		0.70
F	33-36	Failure	0.00

SECTION B

Instructions

Please fill out all of the areas of this section that pertains to your organisation.

Student Demographics

	Male	Female	Total
Full-Time			
Part-Time	37	66	103
Total	37	66	103

Collaborative Arrangements/Partnerships

Is the institution offering any programmes in collaboration with other institution(s) either local or foreign?

- Yes
 No

Is there a written agreement or contract between the institutions engaged in the collaborative arrangement?

- Yes
 No

If yes, please provide the following information. Please repeat this table for as many collaborative arrangements as you currently have in your institution:

Awarding Institution/Body name(s)	Awarding Institution Address	Which Institution's name is on the Qualification Certificate?	Is there a written agreement?
			<input type="radio"/> Yes <input checked="" type="radio"/> No

Programme Information

Please list all programmes currently being offered at this institution. Repeat this section for as many programmes as you currently offer.

Programme Title	Awarding Body St. Andrew's Theological College	Level Associate Degree	Credit Load 60
<i>Licentiate in Theology</i>	Duration Four (4) years	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 2	
Accredited By:			
Programme Title	Awarding Body St. Andrew's Theological College	Level Diploma	Credit Load 21
<i>Theology</i>	Duration Three (3) years	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 0	
Accredited By:			
Programme Title	Awarding Body St. Andrew's Theological College	Level Diploma	Credit Load 20
<i>Lay Pastor</i>	Duration Two (2) years	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 0	
Accredited By:			

Programme Title	Awarding Body St. Andrew's Theological College	Level Certificate	Credit Load 12
<i>Assistant Lay Pastor</i>	Duration Two (2) years	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 0	
	Accredited By:		
Programme Title	Awarding Body St. Andrew's Theological College	Level Certificate	Credit Load 12
<i>Religious Studies</i>	Duration Two (2) years	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 22	
	Accredited By:		
Programme Title	Awarding Body St. Andrew's Theological College	Level Certificate	Credit Load 12
<i>Presiding Elder</i>	Duration One (1) year	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 1	
	Accredited By:		
Programme Title	Awarding Body St. Andrew's Theological College	Level Certificate	Credit Load 6
<i>Christian Education</i>	Duration Six (6) months	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 30	
	Accredited By:		
Programme Title	Awarding Body St. Andrew's Theological College	Level Certificate	Credit Load 6
<i>Elders' Training</i>	Duration Six (6) months	Delivery Face to Face	
	No. of Full-Time Students 0	No. of Part-Time Students 53	
	Accredited By:		

SECTION C

Instructions

Please fill out all of the areas of this section that pertain to your organisation. If a section does not apply to you or you have not requested that service, please ignore and move on to the next section. If your organisation is currently applying for that service and or the service is in the process of being provided, please do not include that information in this form. Only include information for completed services or achieved statuses.

ACTT Services

Registration Status

- New Registration
 Re-Registration

If registered please supply the following:

ACTT Registration #

Initial Date of Registration

Current Registration Period:

From: To:

Highest Level of Qualification registered to offer:

- Doctoral Degree
 Master's Degree
 Bachelor's Degree
 Associate Degree (LICENTIATE)
 Diploma
 Certificate

Conferment of Institutional Title

Did ACTT provide this institution with the service of Conferment of Institutional Title?

- Yes
 No

If yes, please supply the following information:

Date conferment was granted

What title was conferred

Institutional Accreditation

Accreditation Status

- Candidate
 Accredited
 Not Accredited

If the Institution was awarded candidacy, please state the date awarded:

Date of Candidacy

If accredited by ACTT please provide the following:

Initial Accreditation Date

Current Accreditation Period:

From: To:

If accredited by external, regional or foreign agency, please provide the following and repeat the table as many times as is necessary:

Agency Name	What was accredited	Current Period	Accreditation Expiration Date

Programme Accreditation

If you have ACTT specialised programme accreditation, please provide the following and repeat the table as many times as is necessary:

Programme Name	Level	Programme Accreditation Period	Programme Accreditation Expiration Date
	Certificate		

If you have programme accreditation from any other agency, please provide the following and repeat the table as many times as is necessary:

Programme Name	Agency Name	Programme Accreditation period	Programme Accreditation Expiration Date

Programme Approval

If you have ACTT programme approval, please provide the following and repeat the table as many times as is necessary:

Approved Programme Name	Level	Date of Approval
	Certificate	

Transnational Recognition Approval

If you have a programme that has been recognised via the Transnational Recognition (TNR) process or through the Recognition of an Awarding Body process, please provide the following and repeat the table as many times as is necessary:

Name of Programme	Foreign Partner Approval		ACTT Recognition Date		Recognition Process
	From	To	From	To	
					<input type="radio"/> TNR <input type="radio"/> Awarding Body