

*Admission, Fees and School
Calendar*

Admission Information - General

Full Information on the admission requirements and fees for each individual programme may be found within the programme profile tables that are located on the following pages.

Mature Student Applicants: must be over 23 years on 1st January of the year in which they commence studies

Applicants for Graduate Programmes: should consult the relevant Programme Director for precise requirements, since the brief indications given in the ‘Programme Curricula and Module Descriptions’ section at the back of this Calendar do not exhaust the requirements of the awarding bodies

The US Department of Education Student Loan Programme (FFEL) has designated Milltown Institute as an Institute of Higher Education eligible to participate in its programme.

English Language Requirement: All applicants for admission and for Student Visas must normally have undertaken the International English Language Training System (IELTS) English Language Test . They must present the original certificate with their visa applications, along with all other documents as outlined in the student Visa Requirements listed on the Department of Justice website: www.justice.ie. The IELTS Band Scores that will be acceptable are:

- Band Score of 7 – all Postgraduate Courses
- Band Score of 6 – all Diploma or Degree Courses
- Band Score of 5 – all other courses, including Foundation courses

Fees Information – General

The particular fee for each course may be found on the following pages.

The Government Registration Charge is determined annually, in July, by the Department of Education and Science. In 2010-2011 this charge will be €2000. This charge is payable by all Recognized College students on full-time programmes in the Institute. On production of a letter, before the beginning of the academic year, from the Student Support Unit of a Local Authority, confirming grant-eligible status, a student will not be charged this amount. The sum will be repaid to students who become grant-eligible after the start of an academic year. All students will be required to pay a Booking Deposit of €300 to confirm acceptance of a place offer on full-time and modular courses. This is deductible from fees. The Government sets a percentage increase each year for Tuition Fees for full-time undergraduate programmes. This amount is normally determined by the annual Consumer Price Index (CPI).

STUDENT GRANTS

Students registered on NUI approved courses are covered by the Higher Education Grants scheme. Information regarding application procedures, eligibility and related matters may be obtained from the student's local authority. Northern Ireland students should apply to their local Education and Library Board.

COURSES ELIGIBLE FOR TAX RELIEF

NUI approved awards have been granted recognition under Section 473A, Taxes Consolidation Act 1997 by the Department of Education and Science for tax relief.

REFUNDS

1. For students who pay their own fees, there will be a full refund if the student withdraws within two weeks of the commencement of the course. If the student withdraws in the second semester, there will be full refund of second semester fees if the date of withdrawal is within two weeks of the commencement of the second semester.

2. Students who are eligible under the Department of Education and Science free fees scheme who withdraw after three weeks of the commencement of a semester will not be able to transfer the relevant semester fee to another third level institution.

3. The Government Registration charge is applied to all civil day programmes in Milltown Institute (taught and research). Students who withdraw more than two weeks after the commencement of a programme will not have this charge refunded.

SUPPLEMENTARY CHARGES

Late registration: after Tuesday 1 October	€100
Replacement student cards	€20
Copies of transcripts (first/subsequent)	€40 / €20
Charge for repeat examinations	€200
Academic Verification of Results*	€50
Institute Assessment Appeal*	€200
General Council Appeal*	€300
Penalty for Minor Offence*	Up to €100

*Refunded in cases where the appeal is successful

Fees Information – Postgraduate Awards Recognised College

THEOLOGY/SPIRITUALITY POSTGRADUATE AWARDS NFQ—LEVEL 9

MA IN THEOLOGY/SPIRITUALITY (by research & thesis)	
Accrediting Body	NUI
ECTS / Duration	120 / 2 years minimum
NFQ Level: www.nfq.ie	9
Admission Requirements	BA (Hons 2:1) in cognate area. Applicants for Postgraduate Research Degrees spend up to six months on a Candidacy Register, while preparing their proposal with the assistance of an Advisor. The Government Registration Charge covers the cost of this time.
IELTS (when English not first language)	Level 7
Milltown Institute Timetable Code	PGT
Milltown Institute Library Code	PGT
Tuition Fees p.a.	€2,900 Additional/Qualifying semester -including Supervision €1,500 - not including Supervision €800
Government Registration Charge	€2,000
Tax Eligibility Status	YES
Free Fee Status	NO
Grant Eligible Status	YES

**THEOLOGY/SPIRITUALITY POSTGRADUATE AWARDS
NFQ—LEVEL 10**

PHD IN THEOLOGY/SPIRITUALITY (by research & thesis)	
Accrediting Body	NUI
ECTS / Duration	180 / 3 years minimum
NFQ Level: www.nfq.ie	10
Admission Requirements	MA (Hons) in cognate area. Applicants for Postgraduate Research Degrees spend up to six months on a Candidacy Register, while preparing their proposal with the assistance of an Advisor. The Government Registration Charge covers the cost of this time.
IELTS (when English not first language)	Level 8
Milltown Institute Timetable Code	PGT
Milltown Institute Library Code	PGT
Tuition Fees p.a.	€3,000 Additional/Qualifying semester - including Supervision - not including Supervision
Government Registration Charge	€2,000
Tax Eligibility Status	YES
Free Fee Status	NO
Grant Eligible Status	YES

DMIN (by coursework, research & thesis)	
Accrediting Body	NUI
ECTS / Duration	180 / 3 years minimum
NFQ Level: www.nfq.ie	10
Admission Requirements	MA (Hons) in cognate area
IELTS (when English not first language)	Level 8
Milltown Institute Timetable Code	DMIN
Milltown Institute Library Code	DMIN
Tuition Fees	€3,000
Government Registration Charge	€2,000
Tax Eligibility Status	YES
Free Fee Status	NO
Grant Eligible Status	YES

Fees Information – Undergraduate Studies Recognised College

DIPLOMA IN THEOLOGY (EVENING)	
Accrediting Body	NUI
ECTS / Duration	120 / 2 years minimum
NFQ Level: www.nfq.ie	6
Admission Requirements	Successful completion of second level studies
IELTS (when English not first language)	Level 6
CAO Code	Not Applicable
Milltown Institute Timetable Code	DTE (Diploma)
Tuition Fees	Single Modules (2 lectures p.w.) €300 One lecture per week (12 weeks) €160 One lecture per week (6 weeks) €100
Government Registration Charge	NO
Tax Eligibility Status	YES
Free Fee Status	NO
Grant Eligible Status	NO

BACCALAUREATE IN THEOLOGY (EVENING)	
Accrediting Body	NUI
ECTS / Duration	120 / 2 years minimum
NFQ Level: www.nfq.ie	7
Admission Requirements	Successful completion of Diploma in Theology
IELTS (when English not first language)	Level 6
CAO Code	Not Applicable
Milltown Institute Timetable Code	BTE
Tuition Fees p.a.	Full Programme €2,300 (2 nd yr) Single Modules (2 lectures p.w.) €300 One lecture per week (12 weeks) €160
Government Registration Charge p.a.	NO
Tax Eligibility Status	YES
Free Fee Status	NO
Grant Eligible Status	NO

***Fees Information – Undergraduate Awards
Ecclesiastical Faculty***

Bachelor of Divinity	
Accrediting Body	Ecclesiastical Faculty
ECTS / Duration	180 / 3 years minimum
NQF Level: www.nqf.ie	8 (to be confirmed)
Admission Requirements	Fulfilling ecclesiastical norms for study of philosophy
IELTS (when English not first language)	Level 6
Tuition Fees p.a.	€7,150
Government Registration Charge	Not Applicable
Tax Eligibility Status	NO
Free Fee Status	NO
Grant Eligible Status	NO
Employment Eligibility (non-EU)	NO
Teacher Register Recognition (Irl)	Yes

Fees Information – Postgraduate Awards Ecclesiastical Faculty

NQF—LEVEL 9

M DIV	
Accrediting Body	Ecclesiastical Faculty
Duration	1 year minimum
NQF Level: www.nqf.ie	9 (to be confirmed)
Admission Requirements	BA (Hons 2:1) in cognate area. Applicants for Postgraduate Research Degrees spend up to six months on a Candidacy Register, while preparing their proposal with the assistance of an Advisor. An equivalent charge to the Government Registration Charge covers the cost of this time.
IELTS (when English not first language)	Level 7
Milltown Institute Timetable Code	PGT
Milltown Institute Library Code	PGT
Tuition Fees	€7,150 Additional semester (incl. Supervision) €2,800 Additional semester (not incl. Supervision) €1,600
Government Registration Charge	NO
Tax Eligibility Status	NO
Free Fee Status	NO
Grant Eligible Status	NO

Licentiate in Theology (by course work and dissertation)	
Accrediting Body	Ecclesiastical Faculty
ECTS / Duration	120 / 2 years minimum
NQF Level: www.nqf.ie	9 (to be confirmed)
Admission Requirements	BD (Hons 2:1) or equivalent, and a knowledge of languages as specified by the Faculty
IELTS (when English not first language)	Level 7
Milltown Institute Timetable Code	STL
Milltown Institute Library Code	STL-1, STL-2
Tuition Fees p.a.	€7,150 Additional/Qualifying semester (incl. Supervision) €2,800 Additional/Qualifying semester (not incl. Supervision) €1,600
Government Registration Charge p.a.	NO
Tax Eligibility Status	NO
Free Fee Status	NO
Grant Eligible Status	NO

DD / STD (by research & thesis)	
Accrediting Body	Ecclesiastical Faculty
ECTS / Duration	180 / 3 years minimum
NQF Level: www.nqf.ie	10 (to be confirmed)
Admission Requirements	STL (Upper Second Honours) or equivalent
IELTS (when English not first language)	Level 8
Milltown Institute Timetable Code	PGT
Milltown Institute Library Code	PGT
Tuition Fees p.a.	€4,250 Additional/Qualifying semester (incl. Supervision) €2,200 Additional/Qualifying semester (not incl. Supervision) €1,400
Government Registration Charge p.a.	NO
Tax Eligibility Status	NO
Free Fee Status	NO
Grant Eligible Status	NO

Adult and Continuing Education Ecclesiastical Faculty

Adult Education Diploma in Spirituality (Evening)	
Accrediting Body	Ecclesiastical Faculty
ECTS / Duration	60 / 2 years minimum
NQF Level: www.nqf.ie	6 (to be confirmed)
Admission Requirements	No formal requirements – Admission by interview
IELTS (when English not first language)	Level 5
CAO Code	Not Applicable
Milltown Institute Timetable Code	SD1, SD2
Milltown Institute Library Code	MIAES1, MIAES2
Tuition Fees p.a.	€50 (Year 2); €50 (Year 1)
Government Registration Charge	NO
Tax Eligibility Status	NO
Free Fee Status	NO
Grant Eligible Status	NO

Tuition Fees: Selected Modules

One Semester/ one Module of 1 lecture per week

1 Module	€170 (Concession €150)
2 Modules	€350 (Concession €270)
3 Modules	€500 (Concession €430)
4 Modules	€600 (Concession €530)
5 Modules	€700 (Concession €630)

One Semester/ one Module of 2 lectures per week

1 Module	€350 (Concession €300)
2 Modules	€600 (Concession €550)
3 Modules	€800 (Concession €700)
4 Modules	€1,000 (Concession €900)
5 Modules	€1,200 (Concession €1100)

A full one-semester programme designed to meet personal requirements: €2,300 (concession €2,200)

No refunds are made when two or more weeks of a semester have elapsed.