

## **ADVANCED PASTORAL STUDIES**

**University of Ljubljana, Faculty of Theology**

### **1. Information on the Study Programme**

The Advanced Pastoral Studies programme lasts one year (two semesters) and awards 38 credits points (ECTS). Advanced pastoral studies has long been an established specialist way of educating of future priests as post graduate or post Master's degree advanced studies. It is foreseen and ordered by the Church regulations for all candidates for the priesthood and based in lasting experience at the Faculty of Theology.

### **2. The Fundamental Objectives of the Programme and General Competences**

The objective of the programme is imparting the practical skills necessary to exercise the main objective of the Church – the salvation of the world through a triple mission – evangelization, liturgy and serving. The programme enables the simultaneous examination of the usefulness of existing knowledge in practice, its upgrading and the achievement of synergistic effects in common pastoral work. The programme enables participants particularly to cope responsibly with the concrete spiritual needs of people, to diagnose their inner spiritual condition and to offer concrete assistance with counselling and assistance when the Church provides it in the Sacraments and Sacramentals and through charitable assistance.

The Advanced Pastoral Studies programme provides a basic knowledge of pastoral practices in Slovenia acquired by candidates on different levels of University education in advanced studies and lifelong learning. The basic methodological study and research tools that can be acquired in any level of higher education are expected. As is the case with advanced studies programmes, it provides certain personal competences to be acquired in the practical part of the education.

**Competences** of pastoral work are defined according to the future pastoral work of the students. Subjects to be mastered in the next fields:

- Pastoral work (practical pastoral theology, pastoral liturgy and liturgical singing, individual pastoral theology and casuistry, health pastoral, pastoral of the media and relation to the public, pastoral psychology);
- Catechetic-pedagogic work (pastoral and catechist supervision, homiletics);
- Administration (parish administration and management, care of Church art).

### **3. Admission Criteria and Criteria When *Numerus Clausus* is Applied**

The Advanced Pastoral Studies programme is open to those who have completed:

- a) At least a first degree study programme to acquire education in the field of theology,
- b) At least a first degree study programme leading to a qualification in other professional fields if before enrolling a student has passed additional requirements set by the Commission for Academic Affairs at the Faculty of Theology UL.

In accordance with the Article 121 of the Statutes of University of Ljubljana, the conditions for enrolment in the programme are also satisfied by whoever has completed an equivalent education abroad (comparable to the paragraphs a) and b).

### **4. Criteria for the Recognition of Knowledge and Skills Acquired before the Enrolment in the Programme**

The specific knowledge and skills acquired by a participant prior to enrolling in the programme can be validated as part of study obligations provided that they have been acquired in a publicly valid study programme, however, not more than 3 credit points.

Knowledge has to correspond to the study contents of Advanced Pastoral Studies courses.

On the basis of a student's written application with attached certificates or other documents, which prove successfully acquired knowledge and its contents, the recognition of knowledge and skills is determined by the Commission of the Faculty of Theology in the UL that evaluates the knowledge according to ECTS.

When recognizing knowledge acquired prior to enrolling, the next criteria will be taken into consideration:

- Adequacy of approach conditions and required beforehand education to be included in the education;
- Adequacy of informally acquired training/education;
- Comparability of education scope to the scope of the course in question;
- Adequacy of education content to the content of the course in question;

If the Commission establishes that the acquired knowledge can be recognized, it is evaluated with the same number of ECTS points as is assigned to the course.

Candidates prove their knowledge, acquired in various forms of formal and informal education and experiential learning (portfolio, projects, published copyright etc.), with certificates and other documents, from which the content and the scope of work is evident.

An application to recognize informally acquired knowledge and skills needs to contain:

- Certificates;
- Other documents (different documents issued by employers proving the skills, seminar and training attendance certificates etc.);
- A portfolio with a candidate's biography with information on education, employment and other experience and skills acquired in the past;
- Other certificates (products, services, published articles and other copyright works of a candidate; projects, inventions, patents etc.).

The recognized knowledge, skills or abilities can be valued as passed study requirements in all parts of a study programme, however, the content and the scope of work input have to be clear for the knowledge to be evaluated with credit points. On the basis of individual documented applications, the Senate of TEOF UL decides on recognition and evaluating the acquired knowledge, skills and abilities. By doing so it considers Rules on the procedure and the criteria for awarding informally acquired knowledge and skills, passed 29<sup>th</sup> May, 2007 at the Senate of the University of Ljubljana, other provisions of the Statutes of the University of Ljubljana and the Rules of the Faculty of Theology of the University of Ljubljana.

## 5. Criteria for Completing the Study

To complete the Advanced Studies in Spirituality programme 38 ECTS credit points need to be collected.

## 6. Assessment of Knowledge

The examinations are written, oral or written and oral. Knowledge is assessed according to the grading scale provided by the Statutes of the University of Ljubljana (Article 138): 10 (excellent); 9 (very good); 8 (very good); 7 (good); 6 (adequate); 5–1 (inadequate).

## 7. Curriculum of the Study Programme with the Prospective Lecturers

### Advanced Pastoral Studies programme

| Code | Course | Lec. | T. | Sem. | Σhours | Σ hours total | Σ cred. points |
|------|--------|------|----|------|--------|---------------|----------------|
|------|--------|------|----|------|--------|---------------|----------------|

| YEAR I |  | Semester I |    |    |     |     |    |
|--------|--|------------|----|----|-----|-----|----|
| 1      | Pastoral and Catechetical Supervision      | 20         | 20 | 20 | 60  | 150 | 5  |
| 2      | Practical Pastoral Theology                | 30         | 15 | 15 | 60  | 150 | 5  |
| 3      | Pastoral Liturgy and Liturgical Singing    | 30         | 15 | -  | 45  | 120 | 4  |
| 4      | Individual Pastoral Theology and Casuistry | 30         | 15 | -  | 45  | 120 | 4  |
| 5      | Parish Administration and Management       | 25         | 10 | 10 | 45  | 120 | 4  |
|        | Total semester I                           | 135        | 75 | 45 | 255 | 660 | 22 |

| YEAR I                   |  | Semester II |    |    |     |             |           |
|--------------------------|--|-------------|----|----|-----|-------------|-----------|
| 6                        | Homiletics   | 15          | -  | 15 | 30  | <b>90</b>   | <b>3</b>  |
| 7                        | Pastoral Psychology (youth, student, pre-marital, marital, family) | 30          | -  | 15 | 45  | <b>120</b>  | <b>4</b>  |
| 8                        | Health (System) Pastoral   | 20          | -  | 10 | 30  | <b>90</b>   | <b>3</b>  |
| 9                        | Care of Church Art   | 20          | -  | 10 | 30  | <b>90</b>   | <b>3</b>  |
| 10                       | Pastoral of the Media and Relation to the Public                   | 15          | 15 | -  | 30  | <b>90</b>   | <b>3</b>  |
| Total semester II        |  | 100         | 15 | 50 | 165 | <b>480</b>  | <b>16</b> |
| Total semesters I and II |  | 235         | 90 | 95 | 420 | <b>1140</b> | <b>38</b> |

## 8. Short Introduction to Individual Courses

### YEAR I

|                                       |     |     |
|---------------------------------------|-----|-----|
| Pastoral and Catechetical Supervision | 4/5 | 0/0 |
|---------------------------------------|-----|-----|

Assessment of the role of the catechesis, pedagogy and andragogy and their role in the concept of lifelong learning; the process of individualization, preadolescence, early adolescence, late adolescence, post adolescence; theories of psychical development and basic factors of personal development; passing the values in the past and today; basic andragogic approaches and methods and forms of education and training of adults for family life. Research of modern catechetical, pedagogic and andragogic challenges in the process of lifelong learning; research of definition and argumentation of upbringing in the pre-school period; emotional intelligence and the psychological basis of moral development; familiarizing with the characteristics of childhood and preadolescence; familiarizing with laws and theories of psychical development; discovering the factors of development and their intertwining; research of generational and intergenerational relations and forms of andragogic work that assist adults in competently assuming the role of educator in a family; critical assessment of the role and influences of the modern family as a factor for the holistic development of a child, youth or adult.

|                             |     |     |
|-----------------------------|-----|-----|
| Practical Pastoral Theology | 4/5 | 0/0 |
|-----------------------------|-----|-----|

For all three basic missions in the pastoral activity of the Church: evangelization, liturgy and serving, teams of students are required to search for concrete directions in organic pastoral activity in the sense of forming communities (koinonia). Special attention will be given to fields such as charity work, voluntary work in the Church, Church ministries, team work, and parish pastoral planning.

|  |            |            |
|--|------------|------------|
| <b>Pastoral Liturgy and Liturgical Singing</b> | <b>3/4</b> | <b>0/0</b> |
|--|------------|------------|

1. The first part: a) essence and types of liturgy and the relationship with people's devotions b) forms of internal and external active cooperation in liturgy c) Liturgical calendar, General regulation of the Roman Missal ... e) singing mass texts that are normally pronounced by a priest (sign of the Cross, greeting; holy holy; prayers; the Gospel; praise; creed; invitation to Our Father; embolism; sign of peace; blessing; go in peace ...) f) singing elements of individual holy times (Holy Week: intercessions on Good Friday, behold the wood of the cross, the light of Christ, exsultet; halleluiah at resurrection procession g) singing elements of the priest at individual sacraments and sacramentals (funeral ritual: antiphons with psalms, Saints of God, come to his (her) aid! Hasten to meet him (her), angels of the Lord!; marriage: the blessing of the newly married; the Loreto and other litanies, *Sing, my tongue, the Saviour's glory* /intonation/, *Te Deum* (*Tebe, Boga hvalimo* /intonation/) h) familiarizing with composition and types of organs and excursion to an organ workshop; evaluating of the meaning of the instrument for liturgy.

2. The second part contains the explanation of rituals in spiritual, pastoral and liturgical perspectives: christening, confirmation, reconciliation, anointing of the sick, the engagement and marriage ritual, welcoming of a bishop and induction of a priest, the ritual of exposition of the Holy Eucharist and the burial ritual. 3. The third part of the course is comprised of tutorials – addresses to individual groups of liturgical workers.

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|---|------------|------------|
| <b>Individual Pastoral Theology and Casuistry</b> | <b>3/4</b> | <b>0/0</b> |
|---|------------|------------|

The lecture is divided into four parts: introduction to the historical and theoretical background of the sacrament of reconciliation, the basic legal foundations for exercising the sacrament,

familiarizing with some basic ethical issues and a practical introduction to confer the Sacrament of Reconciliation.

|   |            |            |
|---|------------|------------|
| <b>Parish Administration and Management</b> | <b>3/4</b> | <b>0/0</b> |
|---|------------|------------|

Human image and professional competences needed for a student to be able to communicate and work with people; parish administration: historical, cultural and pastoral aspects; dealing with individual types of books (central registers, pastoral books, administration books, property books, historical and other books); archives and archiving; statistical forms and reports; visiting institutions: parish offices and archives, the Archive of the (Arch)diocese with the professional guidance of the employees; computer training in the service of parish administration; managing parish libraries; besides lectures, tutorials and visits of institutions with professional guidance, a candidate gets a mentor to introduce him or her to practical work in a parish or other pastoral institution (diocese, office, economic institution, Institute for the Protection of Cultural Heritage of Slovenia etc.)

|                   |            |            |
|-------------------|------------|------------|
| <b>Homiletics</b> | <b>0/0</b> | <b>2/3</b> |
|-------------------|------------|------------|

Familiarizing with the tradition of preaching in the history of the Church; Evangelization through a homily in modern theology and pastoral practice; Recognizing the possibilities provided by such evangelization for the Church in the future; Familiarizing with the tools available to a modern preacher; Monitoring the first attempts at homiletic evangelization of each student; Considering the possibility of the use of various forms of preaching and their usage in various occasions in the church year and liturgical moments; Familiarizing with preaching in the public media.

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|---|------------|------------|
| <b>Pastoral Psychology (youth, student, pre-marital, marital, family)</b> | <b>0/0</b> | <b>4/5</b> |
|---|------------|------------|

An individual is familiarized with the basic laws of psychology of individual groups, their developmental objectives, issues as well as their positive characteristics that need to be enhanced and encouraged. In doing so, an individual has to be accompanied through different

phases of development according to their needs from religious and psychological points of view. Each of these individuals needs to be presented with the aspects of salvation sacramental process that reflect specifically in each group. It is also about a prayer posture and actualization of theological and biblical contents that each specific group comprehends and applies differently.

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|---------------------------------|------------|------------|
| <b>Health (System) Pastoral</b> | <b>0/0</b> | <b>2/3</b> |
|---------------------------------|------------|------------|

To throw light on some specific activities in this field with respect to the needs and possibilities of a local Church;

|                           |            |            |
|---------------------------|------------|------------|
| <b>Care of Church Art</b> | <b>0/0</b> | <b>2/3</b> |
|---------------------------|------------|------------|

The role of care of Church art in the pastoral mission of a priest; the qualitative conditions of the Church's care of art; specific process of shaping of a part of Church art; factors in exercising care of Church art; factor value basis – normative factor basis; methods and procedures in exercising care of Church art.

|   |            |            |
|---|------------|------------|
| <b>Pastoral of the Media and Relation to the Public</b> | <b>0/0</b> | <b>2/3</b> |
|---|------------|------------|

Systematic introduction to new culture formed by the media, introduction to the diversity of the media, their specific speech and their specific addressing the public; understanding the functioning of the main mass media (press, radio, and internet) and their application to pastoral work; acquiring experience in the field of public appearance (a lecture room, a church and the media) and reflection on those appearances; analysis of the use of the media in pastoral work and existing work.