



ICCE HANDBOOK

AFRICA

2021 Edition



ICCE Handbook (Africa)

To be used in conjunction with the ICCE Global Procedures Manual

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GLOSSARY

A.C.E.	Accelerated Christian Education; the primary provider of the educational resources used by the ICCE
AEE	Accelerated Educational Enterprises; the distributor of A.C.E. educational material in Africa
Bloom's Taxonomy	A classification system used to define and distinguish different levels of human cognition – i.e. understanding, applying, evaluating, etc.
CEE	Christian Education Europe; the distributor of A.C.E. educational material in Europe
Deviation	The difference or variance between the score allocation by the First Line Marker and Moderator on each question in the test
EUR	Europe
First Line Marker (FLM)	The Learning Centre Supervisor or parent who is responsible, among other things, to score the student's PACE Test; the FLM is the first marker of any Test
Honours	An endorsement indicating a higher level of academic achievement
ICCE	International Certificate of Christian Education; a programme of study that reflects Christian values and a biblical worldview. It provides students with a qualification that enables them to apply for post-school and tertiary studies and employment.
ICCE Coordinator	An ICCE trained member of the staff of a School or HEA who is responsible for implementing ICCE
ICCE Global Office	The office that administrates ICCE globally.
ICCE Home Education Academy (HEA)	Support and accountability structure for home schools
ICCE Marking Criteria	The official guidelines to be adhered to when marking assessments; these guidelines were established by the ICCEL Board to standardize marking procedures.

ICCE Moderator	Qualified official who will re-mark a sample of PACE Tests to determine the accuracy level of scoring and provide corrective feedback to improve the quality of scoring
- Internal Moderator	School, Home Education Academy, Independent or School Network Moderator in close proximity to the First-Line Marker who will oversee the moderation of the FLM's Tests
- External Moderator	National or Global Moderators appointed by the ICCE Global board to oversee the moderation practices of the Internal Moderators
ICCE National Office	The ICCE office representing ICCEL in a particular nation
ICCE School	An A.C.E. School that is approved to offer the ICCE awards
ICCE Student Assessment Record (SAR)	The electronic document capturing the student's PACE prescription for an ICCE certificate and the resulting marks achieved; this document also captures the moderators' marks
ICCEL	ICCE Ltd; the central coordinating entity providing the overarching governance of the global ICCE operation; the final authority on all matters of policy and operation
ICCEL Board of Trustees	The Board directing and governing the global ICCE operation
IGABOS	ICCE Global Academic Board of Studies; a committee tasked by the ICCEL Board of Trustees to oversee the academic, graduation, quality assurance and training aspects of the global ICCE operation
IRABOS	ICCE Regional Academic Board of Studies; a committee tasked to oversee the academic aspects of ICCE at a regional level
ISMS	ICCE Specified Marking Scale
Learning Centre Supervisor	The person responsible for the academic oversight of the A.C.E. learning centre
Moderation	The process of rechecking a sample of Tests and re-marking them using the same Test Key and Marking Guidelines; this practice is vital for Quality Assurance practices and as a means of accountability to First-Line Markers and ensures accurate, consistent and objective scoring

PACE	Packet of A.C.E. material prescribed to the student's achievement level; an academic text through which the student works
PACE Test	A test written after the completion of each PACE
QA	The implementation of administrative and procedural activities to verify that the requirements set by ICCE are met
Repeat PACE	A PACE which the student has failed and has to work through again to master the academic contents
SA	South Africa
SAR	<i>See ICCE Student Assessment Record</i>
Test Key	The authorized answer sheet or memorandum to the questions in the PACE Test
Unit	A set of 6, 10 or 12 PACEs in a subject

QUICK START GUIDE

This 'Quick Start' section is designed for those who want to know quickly how the International Certificate of Christian Education (ICCE) works and what its main features are. It is not a substitute for reading the whole Procedures Manual.

What curriculum can I use on the ICCE programme?

The ICCE uses the Accelerated Christian Education (A.C.E.) programme for its core curriculum. However, there are a number of option courses that use other materials.

What is the 'Record of Achievement'?

It is a smart burgundy folder that contains the student's Certificate and details of the courses they have done. It also has their personal statement, a list of achievements and an employment history.

What happens once a student is enrolled?

They will receive a letter with their ICCE identification number (ICCE ID), which must be quoted on all correspondence.

What should schools do with PACE Tests?

Schools should keep all PACE tests for six months after the student has received their ICCE certificate. An ICCE representative will check these periodically when the school is inspected. If a student leaves the school and continues to home educate on the A.C.E. programme, all PACE tests and Supervisor Assessment Records must be passed on to parents, who then will need to register with the local A.C.E. Home Education Academy. If a school closes, any PACE tests must be passed to the ICCE Office with a letter of explanation and a list of students from the school that are registered with the ICCE.

What should home educators do with PACE Tests?

If you are a home-educating family, you should send all PACE tests [1085 and above] to your Home Education Academy (HEA) when each A.C.E. Level is complete. At the same time, send or email a copy of your Supervisor Assessment Record to the HEA.

Can I buy curriculum material from ICCE?

No, all A.C.E. materials must be ordered from the local approved A.C.E. curriculum supplier. Some other non-A.C.E. curriculum materials may also be available from them. Non-A.C.E. curriculum materials are sourced elsewhere. In case of difficulty, please contact your local A.C.E. curriculum supplier.

What should I do when the student has finished their course?

It normally takes six weeks to process a certificate and Record of Achievement. When a student has finished their course, please fill in the appropriate Student Enrolment & Course Completion Form and send to the ICCE Office. (Home educators should send tests to the Home Education Academy they are registered with.) Make sure you enter all the PACE Average Scores to two decimal places in the appropriate boxes. The Student Enrolment & Course Completion Form can be found on the ICCE website.

AFRICA GOVERNANCE

Governance on National Level

A National Coordinator is appointed in each country offering ICCE. The National Coordinator is responsible for ICCE activities in the country and is the liaison with the ICCE Global Office. Each country also appoints a National Internal Moderator and a National External Moderator to oversee ICCE's quality assurance processes. The moderators liaise with the National Coordinator.

Working Committees

As needed, committees are formed at the request of IGABOS or the ICCEL Board to address specific tasks and needs relating to ICCE.

ICCE Africa Forums

A meeting is held once per quarter to discuss ICCE matters. The meeting is attended by members of IGABOS, AEE, the ICCE Global Office and the ICCE leadership in Africa.

The purpose of the meeting is to share and discuss information pertaining to ICCE and to take note of the needs and breakthroughs in each country.

ICCE COURSE OPTIONS & STRUCTURE

This section covers the course options available for students following the ICCE certificates in Europe. Details on the ICCE/LCA enrolments are available in the next section.

Certificate Options

ICCE offers course options for both Achievement Certificates and Academic Certificates. A summary of these options is below:

Certificate Options			
Achievement Certificate Options			
Basic Certificate	Foundation Certificate	Vocational Certificate	
<i>Note: These certificates were not benchmarked by UK NARIC.</i>			
Academic Certificate Options			
General Certificate	Intermediate Certificate	Advanced Certificate	Advanced Higher Certificate
<i>Comparable to CIE O Level standard*</i>	Bridge	<i>Comparable to CIE A Level standard*</i>	
<i>Note: These certificates were benchmarked by UK NARIC in 2012.*</i>			

Achievement Certificate Course Options & Structure

The following specifies the course structure for each achievement certificate. (Note: These certificates were not benchmarked by UK NARIC.)

The ICCE Basic Certificate

This course is designed for students with Learning Disabilities and Difficulties (LDD). The content varies with the individual education plan (IEP) of each student. It is important that the ICCE Office is aware of students' IEPs and of the courses being followed. The following table provides guidance for the **minimum** requirement for a Basic Certificate. If a student does not reach the minimum requirement for the Basic Certificate, a Leaving Certificate can be issued by the school or Home Education Academy. Students should

complete at least 48 PACEs in **each** core subject [English, Mathematics, Science, Social Studies and Word Building] **at any level**. They should attempt at least one Biblical Studies course. **Please discuss the individual student's needs with the office. This level can be applied for at any time.**

Basic Certificate			
PACEs 1001-1048	PACEs 1013-1060	PACEs 1025-1072	PACEs1037-1084
English	English	English	English
Mathematics	Mathematics	Mathematics	Mathematics
Word Building	Word Building	Word Building	Word Building
Science	Science	Science	Science
Social Studies	Social Studies	Social Studies	Social Studies 73-78 & British Constitution
Plus <u>one</u> unit of 12 from:	Plus <u>one</u> unit of 12 from:	Plus <u>one</u> unit of 12 from:	Plus <u>one</u> unit of 12 from:
Bible Reading 1001-1060	Bible Reading 1001-1060	Bible Reading 1001-1060	Bible Reading 1001-1060
Biblical Studies 97-108	Biblical Studies 97-108	Biblical Studies 97-108	Biblical Studies 97-108
Successful Living	Successful Living	Successful Living	Successful Living

Policy for Learning Disabilities and Difficulties (LDD)

Early Warning System

ICCE has produced an 'Early Warning System', which is applicable to students who have been identified as having specific learning needs. This is available to parents and schools who request a copy. Schools or home school families wishing to register their students should contact the ICCE Office as early as possible in their education, so that suitable arrangements can be made to assist them.

If a student has LDD, the ICCE Office will determine whether an adjustment can be made to the programme of study to take account of the problem. Independent expert evidence will have to be produced to confirm the LDD. If necessary, an assessor will be employed to determine whether or not the student has an educational problem that warrants a course amendment. An extra charge will be made for this service.

Students who cannot achieve a Foundation Certificate will be issued with a Basic Certificate, where possible. If a student cannot achieve the Basic Certificate level, then either the school or Home Education Academy should issue an Achievement or Leaving Certificate.

Basics

ICCE endorses the basic principle of A.C.E., that the spiritual benefits of the programme are as great as the academic results. Parents should not be put off Christian Education because of a lack of a final qualification. Students should be encouraged to persist with their education, being convinced of its absolute value and trusting the Lord to provide them with a suitable career.

Materials

Apart from the usual PACEs, parents and schools should make use of Videophonics, ESL and other remedial materials. If the student's first language is French or Spanish, there is some curriculum available in those languages. If the student cannot write or erase normally, an alternative is to use a computer to record answers, which can then be checked, preferably by the student, but if need be by the parent, supervisor or monitor.

Medical and Educational Tests

Parents should ensure that their children are checked by an audiologist, an optometrist and for co-ordination. The Preschool and ABCs Tests and Post Tests are very helpful in diagnosis and should be used as a matter of course, irrespective of a student's age.

The usual Diagnostic Tests must be administered and the ICCE Academic Projection Form used. The student should take the NFER CAT and RTBS 2 to get some picture of his or her ability level so that a decision can be made regarding which certificate the student should aim for. Parents educating their children at home should arrange for testing through the Home Education Academy.

The ICCE Foundation Certificate

The Foundation Certificate is for lower ability students or those joining the A.C.E. programme late (age 15 and above). It should not be applied for by those going on to the higher levels. As a general principle, students of standard ability should start on the programme of study for the Vocational or General Certificate, without applying for the Foundation Certificate first. The A.C.E. system is progressive, that is, students work through each level until they have reached their academic 'ceiling'. It may be that some students set their sights too low and find, once they have achieved the Foundation Certificate, they wish

to go on to the General Certificate. As the first modules of the General Certificate are identical to the modules of the Foundation Certificate, there is no problem in students doing this. In fact, students are always encouraged to aim for the highest certificate they can achieve.

The table below shows the structure of the Foundation Certificate according to the four Subject Groups of ICCE and includes prerequisite information:

Foundation Certificate			
Prerequisite details			
Christian Studies	Academic Studies	Applied Studies	Coursework
None	English 1073-84	None	None
	Mathematics 1073-84		
	Word Building 1073-84		
	Science 1073-84		
	Social Studies 1073-78 & British Constitution		
	Literature 7		
Foundation Certificate			
Christian Studies -Choose 1 credit-	Academic Studies	Applied Studies -Choose 1 credit-	Coursework
Biblical Studies 97-108 (1)	English 1085-96 (1)	Refer to the General Level 'Further Credit Options' list on page 16.	None
Successful Living 1-12 (1)	Mathematics 1085-96 (1)		
	Word Building 1085-96 (1)		
	Science 1085-96 (1)		
	British & European History 1085-96 <i>OR</i> World History 1097-108 <i>OR</i> World Geography 1097-108 (1)		
	Literature 8 (0.5)		
1 credit	5.5 credits	1 credit	0 credits
Total credits			7.5

The ICCE Vocational Certificate

The aim of this certificate is to be less “academic” and include more practical and life skills. It is for those students who cannot manage some or all of the Level 9 academic subjects and desire to follow more

practical vocations. It is intended to be a certificate which shows achievement to a General level in some subjects, while allowing more flexibility for students who are limited in one or more academic areas. Please note, this certificate was not benchmarked by NARIC.

The Vocational Certificate is for students who do not expect to proceed further with their A.C.E. education.

There are two levels to complete. All students must complete the following compulsory courses:

Vocational Certificate (Level 1)			
Prerequisite details			
Christian Studies	Academic Studies	Applied Studies	Coursework
None	English 1073-84	None	None
	Mathematics 1073-84		
	Word Building 1073-84		
	Science 1073-84		
	Social Studies 1073-78 & British Constitution		
	Literature 7		
Vocational Certificate (Level 1) - Compulsory			
Christian Studies	Academic Studies	Applied Studies -Choose 1 credit-	Coursework
Biblical Studies 97-108 (1)	English 1085-96 (1)	Typing (Typemaster or Mavis Beacon) (0.5)	None
Successful Living 1-12 (1)	Mathematics 1085-96 (1)		
	Word Building 1085-96 (1)		
	Science 1085-96 (1)		
	British & European History 1085-96 <i>OR</i> World History 1097-108 <i>OR</i> World Geography 1097-108 (1)		
	Literature 8 (0.5)		
2 credit	5.5 credits	0.5 credit	0 credits

Four more credits must be completed for the second level, taken from a wide range of options to cater for students with varying strengths and weaknesses. They must select at least one course (or two halves) from each category to ensure some width of curriculum coverage.

Vocational Certificate (Level 2)			
Vocational Certificate (Level 2) – 4 credits compulsory			
Language & Lit -Choose 1 credit-	Maths & Science -Choose 1 credit-	Humanities -Choose 1 credit-	Service & Practical -Choose 1 credit-
English 97- 108 (1)	Maths 97-108 (1)	World Geography 97-108 (1)	PTC (0.5) (1 with service)
Literature 9 (0.5)	Biology 97-108 (1)	American History (1)	Music Theory Grade 4+ (1)
Etymology 97 -108 (1)	Nutrition Science (0.5)	British & European History (1)	Music Practical Grade 4+ (1)
French 97-108 (1)	Health (0.5)	Foundations for Living (1)	ACE Music (0.5)
Spanish (2)	Astronomy (0.5)	Family & Consumer Science (1)	Advanced Art (1)
Rosetta Stone L1 (0.5)	Convention Science Exhibit (1)	Missions (0.5)	Art (AO) (1)
Speech (0.5)	Science Project (1)	Convention Social Studies Exhibit (1)	Auto Mechanics (0.5)
		World History (1)	Ballet Grade 4+ (1)
			Swimming (0.5)
			Life Saving (0.5)
			ECDL (1)
			Convention A&P (0.5 or 1)
			Convention Entry* (1)
			Duke of Edinburgh Bronze (0.5)
			Duke of Edinburgh Silver/Gold (1)
			Car Driving Licence (1)
1 credit	1 credit	1 credit	1 credit
Credits from Level 1			8
Total credits (for full Vocational Certificate)			12

*Convention entries and portfolios must follow guidelines.

Other items may be added to this Certificate depending on what ICCE approves. Students may submit for consideration other practical skills they would like to gain credit for. Students must select and communicate with the office the second level courses they intend to follow before starting. A form is provided to complete and submit. This is available from the ICCE office. Students must not proceed before receiving approval.

Academic Certificate Course Options & Structure

Subject Groups

There are four (4) subject groups in the ICCE educational programme. The ICCE Schematic illustrates this.



The following table indicates the specific credit requirements in each of the four ICCE subject groups.

Credit requirements for each subject group per certificate level				
Groups			ICCE Certificate Level	
Group	Group description		General & Intermediate	Advanced & Advanced Higher
1	Academic Studies	Christian	1.5	1.5
2		Core	5	4
3		Expanded	Minimum 3 credits from group 2; Max 2 credits from group 3	Minimum 3 credits from group 2; Max 2 credits from group 3
4	Applied Studies		1	1
Coursework requirement			0.5	0.5
Total Credit Requirement			8	7

From the General Certificate level, all students must complete the required coursework and an Apologetics course in Christian studies at each Certificate level. (Note: The following courses were benchmarked by UK NARIC.)

The ICCE General Certificate

including Prerequisite

For this certificate, students must complete the prerequisite material, i.e. Level 8, before progressing to Level 9. Students should work in the normal A.C.E. manner and complete all PACEs in a unit in sequential order. Coursework may be done alongside the PACE work. Students may add further courses to obtain more credit if they wish.

The following table shows the structure of the General Certificate according to the four Subject Groups of ICCE and includes prerequisite information:

General Certificate (16 credits)			
Gr 8 (Prerequisite) — PACE 1085 - 1096 and Gr 9 — PACE 1097 - 1108			
All courses compulsory			
Subject Groups	Subjects	PACEs	Credits
Group 1 Christian Studies	Biblical Studies	Biblical Studies (New Testament Survey) 97-108	1
	Apologetics	Apologetics I / Missions 1 -6)/ Foundations for Living I	0.5
Group 2 Core Academic Studies	Mathematics	Maths 1085-1096	1
		Maths (Algebra 1) 1097-1108	1
	History	World History 97-1108 <i>OR</i> British and European History 1085-1096	1
	Geography	Earth Science 1085-1096	1
		World Geography 1097-108	1
	English	English 1085-1096	1
		English I 1097-1108	1
	Word Building	Word Building 1085- 1096	1
	Etymology	Etymology 1097 -1108	1
	Literature	Literature 8 85-96	0.5
		Literature 9 97-108 <i>OR</i> alternative Literature 9	0.5
	Biology	Biology 1097-1108	1
Group 3 Expanded Academic Studies	IT	ICDL /Skillspro / ICDL /Skillspro / Another approved curriculum	1
Group 4 Applied Studies	Successful Living	Successful Living 1-12	1
Coursework		Social Studies Essay (1 000 words)	0.5
		Science Project	
Further Credit Option		Choose 1 credit from the Further Credit Options list	1
Total credits	16		

General Certificate Further Credit Options			
Subject Groups	Subjects	PACEs	Credit
Group 2 Core Academic Studies	Language & Literature	French I (97-108) – Audio Course (A.C.E.)	1
		Spanish I (1-12) – Video Course (A.C.E.)	2
		Rosetta Stone Language course Version 2 Level 1	1.5
		Rosetta Stone Language course Version 3 Levels 1 and 2 (request more information)	1
		GCSE or IGCSE Language	2
	History & Geography	American History (1085-1096)	1
		British & European History (1085-1096)	1
		World History (97-108)	1
		An approved national history/geography course (contact Board)	1
	Economics	Economic and Management Sc. 85-88 & 97-102	1
	Natural Sciences	Astronomy	1
		Physical Science and Chemistry 85 -90 & 97 – 102	1
		Agriculture (Cambridge/IGCSE)	2
Group 3 Expanded Academic Studies	Music, Dance and Drama	Music, Dance or Drama: Grade 5 Practical (Approved exam body)	1
		Music Dance or Drama: Grade 5 Theory (Approved exam body)	1
		Music (1-6) (A.C.E.)	0.5
		Speech (1-6) (A.C.E.)	0.5
	Creative Art	Advanced Art (97-108) (A.C.E.)	1
		Complete Art (AO)	1
		Convention Art or Design Entry (requires attendance at Student Convention)	1
	Physical Education	Sport – 4 sports + Health (1-6) Approved First Aid course may replace 1 sport	1
	Consumer Science	Family and Consumer Science (formerly Home Economics) (AO)	1
	Typing	Typemaster (A.C.E.) or Mavis Beacon Typing 40wpm & 90% accuracy	0.5
	Health Science	Health (1-6) (A.C.E.)	0.5
		Nutrition Science (ILS) (Foundation or General Level only)	0.5
		Nutrition 1 – 6 (AEE)	
Group 4 Applied Studies	Convention	Convention entry (single entry or Attendance & Participation)	1
		Convention Attendance & Participation	0.5

The ICCE Intermediate Certificate

Students must have completed the General Certificate before proceeding to the Intermediate Certificate. Students should work in the normal A.C.E. manner and complete all PACEs in a unit in sequential order and maintain academic balance. Coursework may be done alongside the PACE work.

The following table shows the structure of the Intermediate Certificate according to the four Subject Groups of ICCE and includes prerequisite information:

Intermediate Certificate (8 Credits)			
Prerequisite details			
Complete the requirements for the General Certificate.			
Subject Groups	Subjects	PACEs	Credit
Group 1 Christian Studies Compulsory	Biblical Studies	Biblical Studies (Old Testament Survey) 1109-1120	1
	Apologetics	Apologetics I/ Missions 1 – 6, Foundations for Living I or II	0.5
Group 2 Core Academic Studies Minimum 3 credits	Mathematics	Mathematics 1109-1120 (Compulsory)	1
	English	English 1109-1120 (Compulsory)	1
	Science	Science 1109-1120 (Compulsory)	1
	<i>Further credit option: Choose one (1) credit from the list below:</i>		
	History	History of Civilization 1-10	1
	Business Studies	Business Studies 109-115	1
	Biology	Life Science Gr 10: 1 – 7	1
Group 3 Expanded Academic Studies Maximum 1 credit Optional		A subject from this group is optional. (See options list for available options). If a credit is desired from Group 3 choose it as the Further Credit Option.	
Group 4 Applied Studies Compulsory -1 credit	Student Choice	Credit option Choose any credit from the options list. (Group 2 – 4) Compulsory.	1
Coursework (Compulsory) Choose 3	Coursework	Social Stud. Essay	0.5
		English Essay	
		Biblical Stud. Essay	
		Science Project	
Further Credit option	Student choice	Student choice. Choose any 1 credit from the Further credit Options list. Compulsory.	1
Total credits	8		

Intermediate Certificate Further Credit Options

Students may choose any option from the following list or any module from the General Certificate list not already completed. Students may also take options from the Advanced Certificate Elective List but only with prior permission from the ICCE office.

Intermediate Certificate Further Credit Options			
Subject Groups	Subjects	Courses	Credit
Group 1 Christian Studies	Apologetics	Missions 1 – 6	0.5
		Foundations for Living I or II	0.5
Group 2 Core Academic Studies	Language & Literature	New Testament Greek I [121-132] (A.C.E.)	2
		Rosetta Stone language course Version 2 Level 2	1.5
		Rosetta Stone language course Version 3 Levels 3, 4 or 5 (half for each level)	0.5
		British Literature (AO)	1
		DELFI A1, A2, B1 or B2	1
		DELFI C1 or C2	2
		Goethe Institut A1, A2, B1 or B2	1
		Goethe Institut C1 or C2	2
		GCSE or IGCSE	2
		Spanish I	2
		French I	1
		Literature 10	0.5 or 1
	Science	Life Science (Biology) Gr 10: 1 – 7	1
		Biology (Apologia)	1
	Social Sciences	Business Studies 109 -115	1
		US History [109 – 120] (A.C.E.)	1
		Tourism I – 1 -8	1
		History of Civilization 1-10	1
Group 3 Expanded Academic Studies	Music, Dance or Drama	Music, Dance or Drama: Grade 6 Practical (Approved exam body)	1
		Music Dance or Drama: Grade 6 Theory (Approved exam body)	1
	IT	Skillspro / ICT Course from approved list	1
	Auto- mechanics	Auto-mechanics [109-114] (CEE)	0.5
Group 4 Applied Studies	Convention	Convention Science Exhibit (requires attendance at Student Convention)	1
		Convention Social Studies Exhibit (requires attendance at Student Convention)	1
		Convention Bible Memory or Golden Award	1
	Other	Approved course	1

Approved A.C.E. courses produced by other global regions may be allowed for option credits. Contact the ICCE Office for details.

The ICCE Advanced Certificate

Students must have completed the Intermediate Certificate before proceeding to the Advanced Certificate. A student intending to complete the Advanced Higher certificate should complete PACEs at Level 1121-1132 for the Advanced certificate to allow for PACEs 1133-1144 to be completed at Advanced Higher.

Coursework may be done alongside the PACE work.

The following table shows the structure of the Advanced Certificate according to the four Subject Groups of ICCE and includes prerequisite information:

Advanced Certificate (7 Credits)			
Prerequisite details			
Complete the requirements for the Intermediate Certificate.			
Subject Groups	Subjects	PACEs	Credit
Group 1 Christian Studies Compulsory	Biblical Studies	Biblical Studies (NT Church History) 1121-1132 / Biblical Studies (Life of Christ) 1133-1144	1
	Apologetics	Apologetics III / Christian Growth/ Collectivism	0.5
Group 2 Core Academic Studies Minimum 3 credits Compulsory	Mathematics	Mathematics 1121-1132 (Optional – Recommended)	1
	English	English 1121-1132 / 1133 – 1144 (Compulsory)	1
	Further credit option: Choose two (2) credits from the list below:		
	Science	Science 1121-1132 (Chemistry) / Science 1133-1144 (Physics)	1
	History	History of Civilization 11-20	1
	Biology	Life Science. Gr 11: 1 – 8	1
	Business Studies	Business studies 1121 – 1127	1
	Group 3 Expanded Academic Studies Maximum 1 credit Optional		A subject from this group is optional. (See options list for available options). If a credit is chosen from Group 3, choose only one (1) credit from Group 2 above.
Group 4 Applied Studies Compulsory -1 credit	Student Choice	Compulsory. Choose any credit from the Further Credit Options list	1
Coursework (Compulsory) Choose 3	Coursework	Social Stud. Essay	0.5
		English Essay (English 1121-1132 needs dissertation of 5,000-10,000 words)	
		Biblical Stud. Essay	
		Science Project / Essay	
		Mathematics Paper	
Total credits	7		

Advanced Certificate Further Credit Options			
Subject Groups	Subjects	Courses	Credit
Group 1 Christian Studies	Biblical Studies	Biblical Studies (NT Church History) 1121-1132	1
		Biblical Studies (Life of Christ) 1133-1144	1
	Apologetics	Collectivism	0.5
		Christian Growth 1133-1138	0.5
Group 2 Core Academic Studies	Language	New Testament Greek 2 [11 – 20] (A.C.E.) requires Greek 1	2
		Composition II [11 – 20] (no need to do Composition I)	1
	Mathematics	Mathematics 1133-1144 (AEE) (Pre-requisite 1121-1132)	1
		College Mathematics I [1 – 10]	1
		College Mathematics II [11 – 20]	1
		Trigonometry 1133-1139 A.C.E. Calculus & Geometry (CEE)	1
	Science	Physics 1133 – 1144	1
		Life Science (Biology) Gr 11: 1 – 8	1
	Social Sciences	Collectivism	0.5
		The US Constitution	0.5
		Civics and Economics 1133– 1144	1
		History of Civilization 11-20	1
		Business Studies 1121 – 1127	1
		Tourism II 9 – 16	1
Group 3 Expanded Academic Studies	Music, Dance and Drama	Music, Dance or Drama: Grade 7 Practical (Approved exam body)	1
		Music Dance or Drama: Grade 7 Theory (Approved exam body)	1
	IT	Skillspro / Other (Contact office for current approved list)	1
Group 4 Applied Studies	Convention	Convention Bible Memory Event or Golden Award	1
	Professional Training	A.C.E. Professional or Monitor Training (16 years or older)	0.5
		A.C.E. Professional or Monitor Training with 30 hours service (16 years or older)	1
	Other	Approved Course	1

Advanced Bias Courses

ICCE has formulated several ‘bias’ courses that take students’ individual strengths and the requirements of higher education into account. ICCE determines the content of the courses and all units must be completed as prescribed. However, there is some room for flexibility. If a student wishes to deviate in any way from the content of a Bias course, please contact the ICCE Office for approval before proceeding.

Languages Advanced Bias

ICCE is currently willing to accept AQA GCE ‘A’ level, Generic version where the content is agreed with the ICCE Office in advance.

The prerequisite for the Advanced Bias Courses is the same as for the Advanced Certificate.

Advanced Arts Bias Course			
Advanced Certificate			
Christian Studies	Academic Studies	Applied Studies	Coursework
New Test Church History OR Life of Christ (1)	English 1121-1132 (1)	Select 1 credit. This can be any course in the 1121-1144 range or the available College Course range.	English Dissertation (5,000 – 10,000))
Apologetics III (0.5)	English 1133-1144 (1)		Social Studies Essay (2,000 words)
	English Composition II (1)		Biblical Studies Essay (2,000 words)
	British Literature (AO) (1)		
1.5 credits	4 credits	1 credit	0.5 credit
Total credits (Advanced)			7

Advanced Science Bias Course (1)			
Advanced Certificate			
Christian Studies	Academic Studies	Applied Studies	Coursework (2,000 words) -Select 3-
New Test Church History OR Life of Christ (1)	Chemistry 1121-1132 (1)	Biology (Apologia) OR Select 1 credit. This can be any course in the 1121-1144 range or the available College Course range.	Maths Paper
Apologetics III (0.5)	Physics 1133-1144 (1)		Science Essay
	Algebra 1121-1132 (1)		Convention Exhibit
	Trigonometry 1133-1138 (0.5)		Science Project
	Calculus & Geometry (0.5)		Biblical Studies Essay
1.5 credits	4 credits	1 credit	0.5 credit
Total credits (Advanced)			7

Advanced Science Bias Course (2)			
Christian Studies	Academic Studies	Option credit	Coursework (2 000 words) -Select 3-
New Test Church History OR Life of Christ (1)	Chemistry 1121-1132 (1)	Not required	Maths Paper
Apologetics III (0.5)	Physics 1133-1144 (1)		Science Essay
	Algebra 1121-1132 (1)		Convention Exhibit(Science)
	Biology 11: 1- 8 (0.5)		Science Project
	Biology 12: 1 – 6 (0.5)		Biblical Studies Essay
1.5 credits	4 credits	1 credit	0.5 credit
Total credits (Advanced)			7

Advanced Maths Bias Course			
Advanced Certificate			
Christian Studies	Academic Studies -Select 4 credits-	Applied Studies -Select 1 credit-	Coursework (2,000 words) -Select 3-
New Test Church History OR Life of Christ (1)	Algebra 1121-1132 (1)	Select 1 credit. This can be any course in the 1121-1144 range or the available College Course range.	Maths Paper
Apologetics III (0.5)	Trigonometry 1133-1138 (0.5)		Science Essay
	Calculus & Geometry (0.5)		Science Project
	College Maths 1-10 (1)		Biblical Studies Essay
	College Maths 11-20 (1)	Advanced IT Course	
	Physics 1133-1144 (1)		
1.5 credits	4 credits	1 credit	0.5 credit
Total credits (Advanced)			7

Advanced Social Studies Bias Course			
Advanced Certificate			
Christian Studies	Academic Studies	Applied Studies	Coursework (2,000 words)
New Test Church History OR Life of Christ (1)	English 1121-1132* OR 1133-1144 (1)	Select 1 credit. This can be any course in the 1121-1144 range or the available College Course range.	*English 1121-1132 needs dissertation of 5,000-10,000 words
Apologetics III (0.5)	English Composition II (1)		Social Studies Essay
	History of Civ. 11-20 (1)		Biblical Studies Essay
	Economics & Civics (1)		English Essay
1.5 credits	4 credits	1 credit	0.5 credit
Total credits (Advanced)			7

Advanced Music Bias Course			
Advanced Certificate			
Christian Studies	Academic Studies	Applied Studies	Coursework (2,000 words)
New Test Church History OR Life of Christ (1)	Music Grade 8 Theory (1)	Select 2 credits. This can be any course in the 1121-1144 range or the available College Course range.	Music Essay
Apologetics III (0.5)	Practical Grade 8 Performance (1)		Social Studies Essay
	Diploma Performance or Teaching (1)		Biblical Studies Essay
			Maths Paper
1.5 credits	3 credits	2 credits	0.5 credit
Total credits (Advanced)			7

Advanced Language Bias Course			
Advanced Certificate			
Christian Studies	Academic Studies	Applied Studies	Coursework (2,000 words)
New Test Church History OR Life of Christ (1)	AQA 'A' Level Additional Language (2)	Not required	*English 1121-1132 needs dissertation of 5,000-10,000 words
Apologetics III (0.5)	English 1121-1132* OR 1133-1144 (1)		History of Language
	English Composition II (1)		English Essay
	British Literature (AO) (1)		Biblical Studies Essay
			Culture of Language
1.5 credits	5 credits	0 credits	0.5 credit
Total credits (Advanced)			7

Application may be made to the ICCE Office for a "Bias" Course of choice.

The ICCE Advanced Higher Certificate

Higher/Honours

This level is for high ability students who complete Advanced Level early or those who need the certificate to qualify for entry to tertiary studies. Selected courses must be approved by ICCE before proceeding.

Students who complete the certificate with four (4) credits from Group 2 and obtain an 'A' grade may be awarded an Honours certificate.

The following table shows the structure of the Advanced Higher Certificate according to the four Subject Group of ICCE and includes prerequisite information:

Advanced Higher Certificate (7 Credits)			
Prerequisite details			
Complete the requirements for the Advanced Certificate.			
Subject Groups	Subjects	PACEs	Credit
Group 1 Christian Studies Compulsory	Biblical Studies	Biblical Studies (NT Church History) 1121-1132 / Biblical Studies (Life of Christ) 1133-1144	1
	Apologetics	Apologetics	0.5
Group 2 Core Academic Studies Minimum 3 credits Compulsory	Student choice	Any 4 credits from the Advanced Higher Options List that have not yet been attempted. (Only 1 credit may be from Group 3)	4
Group 3 Expanded Academic Studies Maximum 1 credit Optional			
Group 4 Applied Studies Compulsory -1 credit	Student choice	Compulsory. Choose any credit from the Further Credit Options list.	1
Coursework (Compulsory) Choose 3	Coursework	English Essay	0.5
		Social Stud. Essay	
		Biblical Stud. Essay	
		Science Project / Essay	
		Mathematics Paper	
Total credits	7		

Advanced Higher Certificate Further Credit Options			
Subject Groups	Subjects	Courses	Credit
Group 1 Christian Studies	Biblical Studies	Christian Growth 1133-1138	0.5
Group 2 Core Academic Studies	Language	English IV 1133-1144	1
		New Testament Greek 2 [11 – 20] (A.C.E.) requires Greek 1	2
		English Composition II [11 – 20] (no need to do Composition I)	1
	Mathematics	Mathematics 1133-1144 (AEE)	1
		College Mathematics I [1 – 10]	1
		College Mathematics II [11 – 20]	1
		Trigonometry 1133-1138 (A.C.E.) Calculus & Geometry (CEE)	1
	Science	Physics 1133 – 1144	1
		College Physical Science [1 – 10]	1
		Life Science (Biology) Gr 12: 1 -6	1
	Social Sciences	Collectivism	0.5
		The US Constitution	0.5
		History of Civilization II	1
		Civics and Economics 1133– 1144	1
		Business Studies 1133-1139	1
		Tourism III 17 – 24	1
Group 3 Expanded Academic Studies	Music, Dance and Drama	Music, Dance or Drama: Grade 8 Practical (Approved exam body)	1
		Music Dance or Drama: Grade 8 Theory (Approved exam body)	1
	IT	Skillspro / Other (Contact office for current approved list)	1
Group 4 Applied Studies	Convention	Convention Bible Memory Event or Golden Award	1
	Professional Training	A.C.E. Professional or Monitor Training	0.5
		A.C.E. Professional or Monitor Training with 30 hours service	1
	Other	Under development / Approved Course	1

Subject and Certificate Choices for Tertiary Studies/Chosen Career

Please note that it is of the utmost importance to take the student's envisaged career path into consideration when choosing a certificate and subjects.

It is the combined responsibility of the parents, staff and student to choose the relevant ICCE certificate and make subject choices within that ICCE certificate according to the desired outcome or intention upon graduation.

Parents and students need to research the requirements as set by the institution they envisage studying at.

If a student is not sure of a career path, it is best to choose Maths and Science and also consider Biology.

Following is a table that gives examples of study directions and the general applicable choices as a guide. (Do however make sure of the institution's requirements.)

Subject Choices for Tertiary Study		
Course of Study	Subjects	Level
Health Sciences —doctor, dentist, physio, occupational or speech therapist, dietician, etc.	<ul style="list-style-type: none"> Maths 1121-1132 plus Maths in the range 1133-1144 Science (Physics and/or Chemistry) Biology 	Advanced Higher
Engineering	<ul style="list-style-type: none"> Maths 1121-1132 plus Maths in the range 1133-1144 Science (Physics and/or Chemistry) 	Advanced Higher
Bcom (Bcomm)	<ul style="list-style-type: none"> Maths 1121-1132 plus Maths in the range 1133-1144 Business Studies 	Advanced Higher
BSc —choose according to specialization	<ul style="list-style-type: none"> Maths 1121-1132 plus Maths in the range 1133-1144 Science (Physics and/or Chemistry) Biology 	Advanced Higher

Coursework

Coursework is not required for the Basic, Foundation and Vocational Certificates; however, it is compulsory for all the ICCE Academic certificates and carries a weight of half ($\frac{1}{2}$) a credit per certificate level. Coursework is comprised of essays, Science projects and Mathematical papers. The topics are prescribed by ICCE.

For the General Certificate, essay topics are in the field of Social Studies. For the Intermediate and Advanced Certificates, the student may select from topics in the following areas: English, Biblical Studies and Social Studies. Students must choose one of the options given in the Intermediate and Advanced levels respectively (see table on the next page). For example, if option 2 is chosen at Intermediate level, the student must produce a Science project and two (2) essays of 1,500 words each.

More information pertaining to coursework is published in the Essay Writing Training PACE.

The following table indicates the coursework requirements for each certificate level.

ICCE Coursework Requirements						
Certificate	General	Intermediate		Advanced & Advanced Higher		
Total Items	2	3		3		
Available Options	1	1	2	1	2	3
Essay	1 essay	3 essays	2 essays	3 essays	2 essays	1 essay
Number of Words (Essay)	1,000	1,500	1,500	2,000 (A) 2,500 (AH)	2,000 (A) 2,500 (AH)	2,000 (A) 2,500 (AH)
Science	1 project	-	1 project	-	1 project/ essay	1 project/ essay
Math					OR 1 paper	1 paper
Credit Value	0.5	0.5		0.5		
Indicative Hours	60	60 – 70		70		

Note: For English III, there is a compulsory 5,000 to 10,000-word dissertation included in the PACEs.

Marking Criteria

Completed coursework (essays and projects) should be marked by the First Line Marker or Supervisor, but moderation will be done by the ICCE External Moderators. The External Moderator's mark will be the final verdict.

Essays

Follow and use the Essay Marking Sheet (see page 29) when assessing the students' essays.

ICCE ESSAY MARKING SHEET

Student ICCE Number:

School/HEA ICCE Number:

Certificate Level:

Date submitted:

Title:

	Marks Available	Student Mark
CONTENT		
Introduction		
Introductory Paragraph – <i>Begins strongly, statement of intent (thesis statement), statement of organisation</i>	5	
Body		
Understanding – <i>Is insightful and clearly expresses the writer's point of view about the thesis statement</i>	10	
Essential Points – <i>Relevant material includes essential information, linked with good cohesion and flow and supporting the statement of intent</i>	10	
Argument Thread – <i>Expounds on the thesis statement and answers the question. Well-developed argument, working towards and supporting the final conclusion</i>	10	
Supporting Evidence – <i>Each point backed up with examples, information, evidence</i>	10	
Conclusion		
Concluding Paragraph – <i>reaffirms the thesis statement, summarises the threads of the argument, answers the question, ends strongly</i>	5	
TECHNIQUE		
Outline – <i>In correct format as directed in PACEs (1072,1097 and1108)</i>	3	
Bibliography – <i>In correct format for books, references and online materials (each error -1/2 mark)</i>	5	
Referencing – <i>Evident, correctly indicated in text and correctly included in bibliography</i>	5	
Structure – <i>Introductory and concluding paragraph, body paragraphs each with a single topic organised to form an argument (Headings, note forms, and bullet points are not acceptable in coursework essays.)</i>	10	
STYLE		
Use of Language – <i>Readability and clarity, ideas, creativity, individuality and originality</i>	10	
Presentation – <i>Title page, general neatness, word processed, double spaced (1 bonus point for relevant charts)</i>	2	
TECHNICALITIES		
Spelling, Grammar, Punctuation and Capitalisation – <i>(each error -1/2, maximum 5 points may be deducted for spelling)</i>	10	
Word Limit, length/size – <i>Each 50 words beyond the 10% limit, either under or over, (-1/2 mark) (Refer to the Word Count Marking Schedule)</i>	5	
TOTAL MARKS	100	
<i>Grading: <50 (Fail), 50-69 (Pass), 70-86 (Merit), 87-100 (Distinction)</i>	Grading	

Comments:

Marker Signature:

Marker Role/Position:

Date:

ICCE Maths Papers and Projects

This module should only be commenced when Algebra 2 is completed.

For further information on Maths Papers and Projects, contact the ICCE Office.

ICCE Science Essays and Projects

For further information on Science projects and essays, contact the ICCE Office or visit the website. It is compulsory to complete a Science Project for the General Certificate.

Science essays apply to the Advanced Certificate only.

The Science Marking Sheet follows.

ICCE SCIENCE MARKING SHEET

Student ICCE Number:

School/HEA ICCE Number:

Project Title:

Project Start to Finish Dates:

DD/MM/YYYY – DD/MM/YYYY

	Marks Available	FLM Mark	ICCE Office
PREPARATION			
Clear grasp of project objectives and requirements	3		
Able to determine what apparatus/chemicals are needed	3		
Preparation of apparatus and materials	5		
EXPERIMENTATION			
Able to work unassisted by parent or supervisor	4		
All expected experiments including repeats are safely carried out	5		
Able to accurately measure or observe carefully	5		
Able to produce results showing good precision for runs	5		
Able to record draft results clearly and include them (or a scanned copy) at the end of the report	4		
FULLY TYPED PROJECT WRITE UP CONNECTED TO EXPERIMENTAL WORK			
Brief introduction, background information and science related to experiment/s	8		
Experiment: aim, requirements, detailed method and diagram/picture/photo/s	5		
Variables: independent, dependent and controlled	3		
Neatly typed table/s of experimental results	4		
Well drawn or computer produced bar chart or graph	5		
Conclusions regarding the aim/s of the experiment/s and prediction comment/s	6		
Questions connected with the experiment/s	5		
Critique questions	4		
FULLY TYPED PROJECT WRITE UP CONNECTED TO OTHER AREAS			
Well written letter, discussion, survey or second experiment as required by the project	10		
Answers to questions connected with the survey etc., but not maths questions	5		
Mathematical aspects in the project including formulae used	5		
Other factors that result in a well presented/ high standard project	3		
What have you gained by carrying out the project?	3		
TOTAL MARKS	100		
<i>Grading: <50 Fail (F), 50-69 Pass (P), 70-86 Merit (M), 87-100 Distinction (D)</i>	Grading		

Comments:

First Line Marker (FLM) Signature:

First Line Marker (FLM) Role/Position:

Date:

Grading of Coursework

Coursework is graded as a Pass, Merit or Distinction, depending on the percentage obtained.

Grading of Coursework	
Percentage	Grading
50 -69%	Pass
70-86%	Merit
87-100%	Distinction

The transcript indicates the coursework mark as Pass, Merit or Distinction and does not indicate the percentage gained.

Failed Coursework

The following table outlines the procedure to be followed in the case of failed essays, Science projects and Maths papers.

Procedures for Failed Coursework			
Coursework	Attempt	Action if passed	Action if failed
Topic 1	First	Mark recorded as is	Improve essay, project or paper
	Second	Mark recorded less 5% penalty	Start a new essay, project or paper on different topic
Topic 2	First	Mark recorded as is	Improve essay, project or paper
	Second	Mark recorded less 5% penalty	Start a new essay, project or paper on different topic
Topic 3	First	Mark recorded as is	Improve essay, project or paper
	Second	Mark recorded less 5% penalty	Start a new essay, project or paper on different topic

ICCE Coursework Titles

Titles for coursework in the different courses are set by the ICCEL Office. These titles are available on the members section of the ICCE website.

Plagiarism

Plagiarism will not be tolerated and will incur penalties. See the Essay Writing Training PACE for guidelines and refer to the Plagiarism Policy appendix.

Service Module

Students must be 16 years of age or over in the year they complete this module. The ICCE Office will require proof of age before accepting applications for service modules. Service Modules may be taken as an elective for any level of ICCE certificate. Only one module may be submitted for credit by any student. A minimum of six PACEs must be completed in either case.

A.C.E Professional Training

This course must be taken at the national A.C.E. Training Centre under an accredited A.C.E. trainer. Contact your Regional A.C.E. office for details.

All students taking this course must also submit a 1,000 word essay on a Christian Education topic. The title and outline for this essay must be approved by an ICCE representative before leaving the Training Course. It must be completed and sent in to the Office for marking within six weeks of finishing the Training Course.

The above requirements give the student a half credit. In order to gain a further half credit, 30 hours of service in an accredited A.C.E. school must be completed.

A.C.E Monitor Training

Students must complete the Training PACEs at an accredited A.C.E. school. Contact your regional A.C.E. office for details.

Students must also submit a 1,000 word essay on a Christian Education topic, or a Child Study. The title and outline for this essay must be approved by ICCE before commencing. It must be completed and sent to the ICCE Office for marking within six weeks of finishing the Training course.

The above requirements give the student half a credit. In order to gain a further half credit, 30 hours of service in an accredited A.C.E. school must be completed.

The Monitors' Training can be carried out in accredited schools. Full Professional Training can only be carried out at an approved A.C.E. Professional Training Centre.

Student Convention Credits

There are two types of credit that can be earned: Single Item Entry and Attendance & Participation Entry.

Single Item Convention Entries

ICCE accepts for credit the following Convention entries:

- Website
- Scripture Video/DVD
- Science Exhibit (not Collections)
- Social Studies Exhibit (not Collections)
- Photography – three entries required
- Art – all categories
- Design and Technology – Woodwork, Clay Sculpture, Metalwork or Textiles

The standard of entry must correspond to the level of certificate.

It is not recommended that credit be sought by students attending Convention for the first time or those who are under 14 years of age. For all of these categories, a portfolio must be submitted which will count for 50% of the marks. Only one entry per ICCE certificate level is allowed.

Student Convention Procedures

If a student wishes their Convention entry to be considered for accreditation as an ICCE option credit, he or she must observe the following rules:

- Application for credit must be made at least **4 months** before the relevant Convention, using the ICCE application form (to be found on the ICCE website).
- The student must present a portfolio of coursework, which will account for 50% of the marks awarded for the entry. On application, the student will be sent the relevant portfolio guidelines by email. The student should submit the outline electronically and receive approval before proceeding.
- Parents and supervisors must keep a detailed record of a student's progress, using the approved Convention Progress Control Form.
- Students should take photographs of their work in progress and provide written evidence that the work is all their own.

When attending Convention, students should present their work, portfolio and documents to the relevant Convention Adjudicator. The documents required are:

- The ESC Progress Control Form
- Three copies of the relevant Judges' Forms
- A written statement (Affidavit) that the work is all the student's own
- Photograph of final entry
- Work that is handed in without the correct documentation will not be marked and therefore will not gain a credit.
- The Senior Convention Adjudicator will ensure that all ICCE documentation is passed on to the ICCE Administrator immediately after the end of the Convention. It will not be returned to the student. ICCE applications must not be placed with the general Convention documentation.
- Where an entry has achieved an average of 80% or more, the completed portfolio should be submitted to the ICCE with the Judges' Forms within 3 months after the event (European Convention). A separate ICCE Adjudicator is appointed to judge each Portfolio category. When the credit has been approved, ICCE will issue a Convention credit certificate. This must be presented to the ICCE Office when applying for an ICCE certificate

Minimum Pass Mark

The minimum pass mark for accreditation is an average of 80% for both the piece and the portfolio. Convention judges need to bear this in mind when marking students' Convention entries.

The marking of Convention credits for transcript purposes will be Distinction (94-100%), Merit (87- 93%) and Pass (80-86%).

Joint Entries

ICCE does not accept joint Convention entries for single entry accreditation. Each entry must be entirely the applicant's own work.

Attendance & Participation Entries

For a **full credit** the student must enter and achieve the requirements below in six separate events, including at least four of the following categories:

- Music – all categories up to Quartet (excluding Worship Band)
- Platform – all categories except team events
- Academics – General, Creative Composition

- Christian Service/Golden Awards – all categories plus 1st or 2nd place Golden Lamp entry (UK)
- Art & Design – any section

Requirements

- Two entries in any of the above categories may be made.
- A minimum of 70% overall average is required in these categories. Five must be individual events; one team event is allowed.
- Team events allowed are: Music (Vocal and Instrumental) up to and including Quartet, Dramatic Dialogue, and Puppets and Scripture Video involving no more than two students.
- Entries in other categories may be made.
- Two individual sport events are allowed but not required (no team sport events).
- The student must gain a medal in Sport and elimination events if these are included in the six. All components of this credit must be gained at one Convention.
- Please note that the total preparation time for this credit should amount to at least 120 hours. This applies to any ICCE approved Regional Convention.
- A student will only be allowed one Convention Attendance & Participation credit for graduation
- This is only allowed for an option credit for General or Intermediate Certificates.
- Students must apply for this credit within six months of completing the requirements.
- Written proof to be submitted in the form of Judges' Forms, Affidavits, Progress Control Forms and an ICCE application form within six months of the Convention.
- We recommend entering more than six events in case the student does not achieve the requirements in all six.

A **half credit** A&P entry is also possible. A student must enter nine events and achieve 70% or a medal in three. At least six of the events should be individual. Please contact the office for further information.

Student Convention Rules & Participation

All applicants for Convention credits must abide by the prevailing rules. If the student is disqualified for not following Convention rules, no credit will be issued. This includes dress code violations, unsuitable subject matter and cheating in any form.

ICCE follows normal Convention policy which requires all entrants to attend the Student Convention for the entire period. 'Absentee' submissions are not acceptable. The whole purpose of Convention Credits is to recognise a student's participation in the entire Convention, including rallies, devotions and the whole Convention 'experience'.

Appeals

There is an Appeals procedure. Contact the ICCE Office for details.

ICCE Grading System

ICCE Grading	
PACE Average per Module	Grade
98-100	A*
96-97.99	A
92-95.99	B
88-91.99	C
84-87.99	D
80-83.99	E

Please note that PACE average scores should be rounded to two decimal places. Please note that the ICCE grading system bears no relation to the UCAS tariff.

Reporting of Grades

The ICCE Office reports the grades for each unit and module. Supervisors and parents should always enter PACE Average Scores as percentages on ICCE course completion forms, NOT as grades. The ICCE will calculate grades once PACE Tests have been moderated and Student Assessment Records have been checked.

ICCE and LCA Dual Enrolment Option

Lighthouse Christian Academy

Lighthouse Christian Academy (LCA) is a distance learning academy that supports homeschoolers through distance learning as well as ACE Quality Status schools. LCA offer two accredited High School Certificates: College Preparatory and Honours Diploma. LCA is accredited by Middle States Association Commissions on Elementary and Secondary Schools (MSA-CESS), National Council for Private School Accreditation (NCPSA) and Accreditation International (Ai).

LCA and ICCE Dual Enrolment

LCA offer a Dual Enrolment program for students attending ICCE registered schools. The Dual Enrolment program allows students to earn the ICCE General, Intermediate and Advanced/Advanced Higher Level certificates plus the LCA College Preparatory or Honours Diploma. Students who plan to apply for the Dual Enrolment program must follow the prescriptive academic projection starting at the ICCE General Level (see following pages for details).

For the Dual Enrolment program, students enrol with ICCE at the beginning of General Level and with LCA at the beginning of the senior year i.e. ICCE Advanced or Advanced Higher.

The applications for LCA senior year enrolment and graduation are submitted through the ICCE office.

LCA Enrolment deadlines are: **15th September and 15th January**

Students must be enrolled with LCA for at least 6 months before graduation may take place. Students who take longer than a year to complete after enrolling will be liable for a fee of \$200 (subject to change) to LCA for the next academic year. Careful planning is necessary to avoid this scenario.

Administration Procedures

IMPORTANT: The ICCE office will act as the liaison between the school/HEA and LCA. You should therefore only communicate with ICCE and not directly with LCA.

Fee Structure

Please contact the ICCE Office or refer to the website for current fees.

Subsidy

A subsidy is available from AEE once the student has completed the LCA qualification. Students who have been on the A.C.E. curriculum from at least level 8, the prerequisite year for the General Certificate, and have ordered curriculum material from the AEE warehouse or warehouses linked to AEE may make application for this subsidy. The monetary value of the subsidy is R3,000 in South African currency.

ICCE/LCA Structure

Students may complete the LCA College Preparatory Diploma or the LCA Honours Diploma. The pathways are as follows:

Corresponding Certificates: ICCE and LCA			
LCA	College Preparatory	Honours Diploma	Honour Diploma
ICCE	General	General	General
	Intermediate	Intermediate	Intermediate
	Advanced	Advanced	Advanced
			Advanced Higher

Course Structure: ICCE and LCA College Preparatory

General Certificate				
Prerequisite details				
Christian Studies	Academic Studies		Applied Studies	Coursework
Biblical Studies (New Testament Survey) 97-108 (1)	English 1085-96 (1)		None	None
	Mathematics 1085-96 (1)			
	Word Building 1085-96 (1)			
	Earth Science 1085-96 (1)			
	Brit & Euro History 1085-96 OR World History 1097-108 (1)			
	Literature 8 (0.5)			
1 credit	5.5 credits		0 credits	0 credits
General Certificate				
Christian Studies	Core Studies	Expanded Studies	Applied Studies	Coursework
Apologetics I (0.5)	English 1097-108 (1)	ICT (1) Choose from: ECDL, ICDL or Skillspro	Music (0.5)	Social Stud. Essay
Successful Living 1-12 (1)	Algebra 1097-108 (1)		Health (0.5)	Science Project
	Biology 1097-108 (1)		Speech (0.5)	
	World Geog. 1097-108 (1)			
	Etymology 1097-108 (1)			
	Literature 9 with essays (0.5)			
1.5 credits	6.5 credits		1.5 credit	0.5 credit
2.5 credits total	12 credits total		1.5 credit total	0.5 credit total
Total credits (Prerequisite + General)				16.5

Intermediate Certificate				
Prerequisite details				
Complete the requirements for the General Certificate.				
Intermediate Certificate				
Christian Studies	Core Studies	Expanded Studies	Applied Studies	Coursework (1,500 words) -Select 3-
Apologetics II (0.5)	English 1109-120 (1)		Physical Education (0.5)	Social Stud. Essay
Biblical Studies (Old Testament Survey) 109-120 (1)	Mathematics 1109-120 (1)		Business Maths 1-6 (0.5)	English Essay
	Physical Science 1109-120 (1)			Biblical Stud. Essay
	Hist. of Civ. 1-10 (1)			Science Project
	Language (2)			
1.5 credits	6 credits	0 credits	1 credit	0.5 credit
Total credits (Intermediate)				9

Student must choose two full credits in a single language from the following list.

Group 2: Core Studies (Language options)

Credit value

DELTA A1, A2, B1 or B2	1
DELTA C1 or C2	2
Goethe Institut A1, A2, B1 or B2	1
Goethe Institut C1 or C2	2
GCSE or IGCSE	2
Rosetta Stone Levels 1 – 4	2
Spanish I	2
French I	1
Other (Application to be made to ICCE)	2

Advanced Certificate				
Prerequisite details				
Complete the requirements for the Intermediate Certificate.				
Advanced Certificate				
Christian Studies	Core Studies	Expanded Studies	Applied Studies	Coursework (2,000 words) -Select 3-
Biblical Studies (NT Church History) <i>OR</i> Biblical Studies (Life of Christ) (1)	English 1121-1132* (1)		Trigonometry, Calculus and Geometry (1)	Social Stud. Essay
Apologetics III (0.5)	English 1133-1144 (1)			Maths Paper
	Mathematics 1121-1132 (1)			Biblical Studies Essay
	Chemistry 1121-1132 <i>OR</i> Physics 1133-1144 (1)			Science Project/Essay
	Hist. of Civ. 11-20 (1)			*English 1121-1132 needs dissertation of 5,000-10,000 words
1.5 credits	5 credits	0 credits	1 credit	0.5 credit
Total credits (Advanced)				8

Note: The following courses (developed by AEE) may be accepted by LCA. Advanced Biology may replace Chemistry or Physics. Six specified Maths PACEs may replace UK Calculus & Geometry (Trigonometry 1133-1138 is still required). LCA may also accept Personal Finance. Contact the office for details.

Course Structure: ICCE and LCA Honours Diploma

General to Advanced Certificate

The LCA Honours Diploma requires a 94% overall average plus the ACT (minimum score:22) or SAT (minimum score: 1000).

The courses and certificates are:

General Certificate
Requirement details
Complete the LCA College Preparatory requirements for General Level.
Intermediate Certificate
Requirement details
Complete the LCA College Preparatory requirements for Intermediate Level.

Advanced Certificate				
Prerequisite details				
Complete the requirements for the Intermediate Certificate.				
Advanced Certificate				
Christian Studies	Core Studies	Expanded Studies	Applied Studies	Coursework (2,000 words) -Select 3-
Biblical Studies (NT Church History) <i>OR</i> Biblical Studies (Life of Christ) (1)	English 1121-1132* AND English 1133 – 1144 (2)		Trigonometry, Calculus and Geometry (1)	Social Stud. Essay
	Composition 2 (1)			Maths Paper
	Hist. of Civ. 11-12 (1)			Biblical Studies Essay
Apologetics III (0.5)	Mathematics 1121-1132 (1)			Science Project/Essay
	Chemistry 1121-1132 AND Physics 1133 – 1144 (2)			* English 1121-1132 needs dissertation of 5,000-10,000 words
1.5 credits	7 credits	0 credits	1 credit	0.5 credit
Total credits (Advanced)				10

Note: The following courses (developed by AEE) may be accepted by LCA. Advanced Biology may replace Chemistry or Physics. Six specified Maths PACEs may replace UK Calculus & Geometry (Trigonometry 1133-1138 is still required). LCA may also accept Personal Finance. Contact the office for details.

General to Advanced Higher/Honours Certificate

This option is for students who complete the ICCE Advanced Certificate at Level 12 to qualify for entry to tertiary studies in a specific discipline or at a specific tertiary institution or who want to achieve the ICCE Honours Certificate. An overall average of 96 – 100% must be attained for the ICCE Honours Certificate. The LCA Honours Diploma requires a 94% overall average plus the ACT (minimum score:22) or SAT (minimum score 1000).

General Certificate
Requirement details
Complete the LCA College Preparatory requirements for General Level.
Intermediate Certificate
Requirement details
Complete the LCA College Preparatory requirements for Intermediate Level.

Advanced Certificate				
Prerequisite details				
Complete the requirements for the Intermediate Certificate.				
Advanced Certificate				
Christian Studies	Core Studies	Expanded Studies	Applied Studies	Coursework (2,000 words) -Select 3-
Biblical Studies (NT Church History) (1)	English 1121-1132* (1)		Select any Advanced Level credit (1)	Social Stud. Essay
	Chemistry 1121-1132 (1)			Maths Paper
	Hist. of Civ. 11-12 (1)			Biblical Studies Essay
Apologetics III (0.5)	Mathematics 1121- 1132 (1)			Science Project/Essay
				*English 1121-1132 needs dissertation of 5,000-10,000 words
1.5 credits	4 credits	0 credits	1 credit	0.5 credit
Total credits (Advanced)				7

Advanced Higher Certificate				
Prerequisite details				
Complete the requirements for the Advanced Certificate.				
Advanced Certificate				
Christian Studies	Core Studies	Expanded Studies	Applied Studies	Coursework (2,000 words) -Select 3-
Biblical Studies (Life of Christ) (1)	English 1133-1144 (1)		Select any Advanced Level credit (1)	Social Stud. Essay
	Composition 2 (1)			English Essay
	Physics 1133-1144 (1)			Biblical Studies Essay
Apologetics IV (0.5)	Mathematics 1121-1132 (1)			Science Project/Essay
	Trigonometry, Calculus and Geometry (1)			Maths Paper
1.5 credits	4 credits	0 credits	1 credit	0.5 credit
Total credits (Advanced Higher)				7

Note: The following courses (developed by AEE) may be accepted by LCA. Advanced Biology may replace Chemistry or Physics. Six specified Maths PACEs may replace UK Calculus & Geometry (Trigonometry 1133-1138 is still required). LCA may also accept Personal Finance. Contact the office for details.

Further credit options for the Advanced Higher Certificate			
Christian Studies	Core Studies	Expanded Studies	Applied Studies
Christian Growth 1133-1138 (0.5)	New Testament Greek 2 [11 – 20] (A.C.E.) requires Greek 1 (2)	Music, Dance or Drama: Grade 8 Practical (Approved exam body) (1)	Convention Bible Memory Event or Golden Award (1)
	Mathematics 1133-1144 (1)	Music Dance or Drama: Grade 8 Theory (Approved exam body) (1)	A.C.E. Professional/ Monitor Training (0.5)
	College Mathematics I [1 - 10] (1)	Advanced ICT (1)	A.C.E. Professional/ Monitor Training + 30 hours service (1)

Tertiary Arrangements

LCA will negotiate an arrangement with a reputable Christian University/ College in the United States for a letter of acceptance to submit to Universities South Africa (USAf) for students applying to a South African university, provided that the student meets all LCA graduation requirements and satisfy the admissions criteria of the university/college.

The SAT is further recommended for tertiary bound students. SAT or ACT College Board exams are required for students who wish to earn an Honours Diploma. They must earn 1000 points or higher on the SAT or a 22 or more on the ACT.

All enquiries from tertiary institutions relating to LCA graduates will be handled by Lighthouse Christian Academy.

Concluding remarks

Schools with students who wish to pursue the Dual-Certification option are advised to ensure that:

- The school receives a site visit from AEE to verify the audits and meet the minimum requirements for registration with ICCE.
- Students complete all the prescribed ICCE certificates and courses from the General Certificate to the Advanced or Advanced Higher Certificate according to the approved Academic Projections.
- Candidates are registered with LCA no later than **15th September and 15th January** of their last academic year.
- Candidates apply for graduation no later than 8 weeks before the desired date of graduation and only after being enrolled with LCA for at least 6 months.

ICCE CONTACT DETAILS

Physical Address

Unit 5
Northford Close
Shrivenham
Oxfordshire
SN6 8HL
United Kingdom

Website

www.icce.education

Email

support@icce.education

Telephone

+44 (0) 1793 783783

Note:

Only National Coordinators should contact the ICCE Office directly. Students or parents should speak to the ICCE Coordinator at their School or Home Education Academy. Schools and HEAs should contact their National Coordinators or designated Regional contact.

