

Conditions of Enrolment for Distance Learning Students

PLEASE READ CAREFULLY

Please note that in order to study at the Faculty, you must be aged 18 years or over. There is no upper age limit.

Structure and Timing

The Foundation Course is designed in three modules. Each module has been designed to take between three and six months to complete by distance learning, on the basis of approximately five hours' study per week. If you have more time available, you may be able to complete the Foundation course in less than one year.

The Diploma Course is designed in six modules, comprising Level 1 (Modules 4, 5 and 6) and Level 2 (Modules 7, 8 and 9). Modules 6 and 9 are available only as full modules, but Modules 4, 5, 7 and 8 can be taken either as full modules or as a series of part-modules. Each module or part-module will require approximately five hours' study per week. Assuming that you work consistently through the course, it should be possible for you to complete the Diploma in two years.

The table on p.2 shows the tuition time period allocated to full and part-modules. This study period is given to encourage you to work methodically and complete the module on time, and is designed with both your own and your tutor's best interests in mind.

Tuition Extensions

If you need more than the allocated tuition period to complete your module or part-module, you can apply to the Faculty for an extension to your tuition period. There is an additional cost for this facility. The time periods and fees for module and part-module extensions are listed in the table.

- *Full Modules:* If you enrolled on your module on or after 1st September 2009, you are eligible for a 3-month extension period. Enrolments made prior to 1st September 2009 are eligible for a six-month extension period.
- *Complete Foundation Course:* If you enrolled on the complete Foundation Course on or after the 1st September 2009, you are also eligible for one 3-month extension period *but only if you have completed at least Modules 1 and 2 by the date on which your 18-month tuition period expires.*

If you enrolled on the complete Foundation Course before 1st September 2009, no tuition extension is available. In this case you are expected to complete the entire Foundation Course in eighteen consecutive months and have a maximum period of eighteen months of tuition support.

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- **Part-Modules:** If you enrolled on your part-module on or after 1st June 2010, you are eligible for an extension.

Module Type	Original Tuition Time Period	Extension Time Period	Extension Fee
Full	6 months	3 months	£50
Three- Quarter	19 weeks	9 weeks	£40
Half	3 months	6 weeks	£30
Quarter	6 weeks	3 weeks	£25

Please note that you must apply for the extension within six months of the expiry of your original tuition period. If your tuition period has expired, you will not receive further tuition until you have taken out an extension. The extension period will commence from the date of our confirmation to you.

If you are unable to complete a module by the end of the extension period, or if you apply for the tuition extension more than six months after your original tuition period has expired, you will be required to re-register at the full current module or part-module price and will be allocated a new tutor. You do not need to repeat any of the exercises you have already completed, although you are welcome to do so if you feel you would benefit from this. Your new tutor will have a record of your progress through the module, and will be happy to work around your needs.

Books

The Reading List for each module suggests background reading for your course and we would encourage you to do as much additional reading around each subject as time allows, since you will benefit from being able to draw on a wide range of material.

There are a few set text books which you will need to buy for some of the modules, as follows:

- ***Raphael's Ephemeris*** (essential set text for Foundation Course Modules 2 and 3).
- An ***Ephemeris for both the 20th and 21st centuries*** (essential reference texts throughout the Diploma Course).
- ***The Combination of Stellar Influences*** by Reinhold Ebertin (essential set text for Module 7).
- ***Mundane Astrology*** by Michael Baigent, Nicholas Campion & Charles Harvey (essential set text for Module 8).

Please Note: You are advised to make sure you buy a copy of the set text for your module **before** you enrol. Details of specialist astrological outlets for online ordering and worldwide delivery are listed on the 'Essential Books for Purchase' document which you will find on the 'Brochures & Bookings' page of the website at www.astrology.org.uk

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Course Material

Each module comprises a Student Manual accompanied by a series of articles for you to read and exercises for you to complete and send to your tutor. All the articles and exercises have been designed as Adobe Acrobat (pdf) documents, and before you can read them you will first need to install Acrobat Reader on your computer. You can download the latest version of Acrobat Reader free from the internet at: www.adobe.com

We recommend that you first open and print out the Student Manual, which will guide you through the module. You can then print out the relevant articles and exercises as you work through the module, using the Student Manual as your guide.

You will find that some of the exercises and worksheets are also included as Word files. These can be completed on your computer.

Working on Your Own Chart

Throughout the Certificate and Diploma courses, exercises are included which require you to work on your own birth chart. Partly this is for practical reasons – whenever you learn a new technique or idea, the process of applying it to your own chart can help you engage with the technique or idea more fully. As every student soon discovers, astrology comes alive when you really see it working in your own chart.

But there are also more subtle processes at work. Firstly, as you progress through the modules, you will become increasingly aware of the potential power of astrology as a tool for understanding the character and experiences of another human being – and you will also become increasingly aware that whenever you look at another person's chart, you inevitably see it through the lens of your own personality. Much like the principle in quantum physics which suggests that the act of observation can change the outcome of an experiment, the personality of the astrologer is crucial to the energy and nature of a chart reading, whether this is a simple exercise on a sample chart in the Foundation Course material or the readings you may eventually give to clients as a professional astrologer. Astrological training therefore brings with it the need to develop an awareness of our own personal biases or predispositions, so that we can more effectively bracket these out when we read someone else's chart.

Secondly, astrology encourages a participative process that strengthens as we deepen our relationship with the symbols, eventually bringing us to a deeper understanding of ourselves, of life in general and of our relationship to the cosmos.

The Faculty therefore places a lot of emphasis on the idea that learning astrology is a multi-layered process of growing awareness and personal development, with the work you do on your own chart being central to this process.

If you do not know the exact time of your birth, it is still possible for us to provide you with a birth chart if you know the time to within a few hours – some parts of the chart will be speculative, but as you gain more experience of astrology it should be possible (with the help of your tutor) to narrow this down until you arrive at a chart which feels like a close fit. Alternatively, you can pay a professional astrologer to have your birth chart 'rectified', a skilled process of matching significant dates and events to astrological signifiers in order to arrive at a suggested time of birth – if you wish to do this, you

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will find a list of Faculty-trained astrologers who do rectification work on our website at www.astrology.org.uk

If you do not know your birth time, you should indicate this on the enrolment form, so that your tutor is aware of it.

Your Tutor

Your tutor's aim is to ensure that you have a rewarding and individually-supported learning experience. He/she will support you throughout each module, mark your exercises, suggest extra reading, provide specific examples and generally ensure that you have all the guidance and feedback you need to successfully complete each module.

Your tutor will contact you within a few days of your initial enrolment on the module. As you complete each exercise, you should send it to your tutor who will send you their feedback in return, often within three to four working days but definitely within two weeks of receiving your work.

Foundation Course: You will be allocated the same tutor for all three modules of the Foundation Course, since this gives you and your tutor a chance to develop a good working rapport.

Diploma Course: You will be allocated a new tutor for each Level of the Diploma Course as follows:

- Level One - Modules 4, 5 and 6
- Level Two - Modules 7, 8 and 9

A change of tutor between levels allows you to experience different tutoring styles and approaches to astrology over the duration of the course, thus broadening your understanding and encouraging you to develop your own astrological methodology.

Please note that our modules are designed to be tutor-supported throughout, so that your astrological knowledge and practice can develop consistently and soundly. Try to work methodically throughout your six months' tuition period, submitting your exercises one at a time as you work through the modules. If you submit several exercises at once, or wait until the end of your tuition period before submitting all of your exercises, you will not be able to benefit fully from your tutor's feedback and any misunderstandings may be compounded, leaving very little opportunity or time for your tutor to do their job properly.

Working towards the Faculty's Certificate & Diploma

The Faculty's courses and exams allow you to accumulate credits as you work through your studies. You will automatically receive 20 credits when you complete each module, whether studied at Classes, by Distance Learning or at Summer School. In addition to the module credits, you will receive 60 credits when you pass each of the interpretation exams – Certificate, Intermediate and Advanced – making a total of 360 credits required to obtain the Diploma qualification, as follows:

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Foundation Course leading to the Certificate

Module 1	20 credits	120 credits
Module 2	20 credits	
Module 3	20 credits	
Certificate Interpretation Exam	60 credits	

Diploma Level One

Module 4	20 credits	120 credits
Module 5	20 credits	
Module 6	20 credits	
Intermediate Interpretation Exam	60 credits	

Diploma Level Two

Module 7	20 credits	120 credits
Module 8	20 credits	
Module 9	20 credits	
Advanced Interpretation Exam	60 credits	

In order to gain the credits, you are required to complete all of the exercises contained within the module. Your tutor will give feedback on each exercise, making useful comments and suggestions to broaden your understanding. Occasionally your tutor may ask you to repeat an exercise, or part of an exercise, to ensure that you have understood the material, before moving on.

Full details of the qualifying procedure can be found on the Exams pages of the Faculty website.

Enrolling on Module 9

Students who attend Module 9 are required to conduct a 'live' chart consultation with a client and submit a recording of the consultation to their tutor for feedback. Conducting

a reading with a client requires a secure knowledge of forecasting and synastry techniques, as well as a sensitive and empathetic approach to chart work. For this reason, Module 9 is only open to students who have completed Modules 1-7.

No Pressure!

There is no pressure on you to take any of the examinations. Whether or not you intend to take the examinations with a view to becoming a professional astrologer, our nine modules provide a structured and comprehensive astrological education in themselves.

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Protecting your Confidentiality

Your tutor will respect your privacy at all times, and any work you submit will be treated as strictly confidential between yourself and your tutor. The only exception to this rule is when the Head Tutor occasionally requests examples of the tutor's work for purposes of monitoring tuition standards. In such cases, any communication between yourself and your tutor will be kept confidential by the Head Tutor.

Furthermore, Faculty tutors are under an obligation to keep all tuition records and material in a safe place, and all such material will be destroyed one year after each module has been completed.

Student Support

The Student Representative's job is to represent your interests on the Council of the Faculty and to raise any issues there on your behalf. You can contact the Student Rep at studentrep@astrology.org.uk if you have any general comments or questions about being a student at the Faculty, and to gain access to the Faculty's Online Student Forum.

For any queries about your studies, please write to the Head Tutor Paolo Cortucci, at head.tutor@astrology.org.uk

Student Registration Fee

The Faculty is a non-profit making organisation and exists for the purpose of providing courses of study and exams for its students. It is a Company Limited by Guarantee. Payment of the Student Registration fee and subsequent re-enrolment on any course of study constitutes agreement to the following clause:

I understand that by making this application, I am agreeing to become a member of the Faculty of Astrological Studies, a Company Limited by Guarantee, and understand that in accordance with its Articles of Association every member undertakes to contribute such amount as may be required (not exceeding £1) to the Company's assets in the event of a Winding Up whilst they are Members or within one year after their membership ceases.

Payment of the Student Registration fee means that you become an Associate Member of the Faculty for the entire period of your studies with us, unless you take a break of more than one year.

Associate Membership status entitles you to the following benefits:

- Access to our Online Student Forum (if you are a new student you will receive details of this in a letter from the Student Representative).
- The option to attend our Annual General Meeting

If we do not hear from you for over a year, your Associate Membership of the Faculty will cease, although you will still be eligible to receive regular information from us about Faculty events.

Whether or not your Associate Membership has expired, as a past registered student of the Faculty you will always be able to enrol on further modules, take exam papers and

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attend Faculty Summer Schools at the student price in future and will not be expected to re-register.

If you do enrol on a further module or exam paper, you will once again qualify for Associate Membership status unless you again take a break of more than one year from the date of your last enrolment.

A Copy of the Articles of Association can be found on the Faculty website.

Student Feedback Sheet

A Student Feedback Form is included with each module, and we would be very grateful if you would take a few minutes to complete this form and return it by email to the Head Tutor at head.tutor@astrology.org.uk This will greatly help us to continue to improve our material and/or method of tuition, with a view to ensuring that your studies are as fruitful and enjoyable as possible.

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