

BACP Accredited Diploma in Psychodynamic Counselling Application Form

PLEASE ENSURE YOU READ THE INFORMATION BELOW CAREFULLY.

This form needs to be completed in one go so please set aside enough time to complete it. In this section you will see a summary of the sections that need to be completed so make sure you have the information to hand before you start.

Applications will not be considered to submitted unless the £80 administration fee has been paid in full. For full details of how to pay this fee please see our website or the Diploma Information Pack.

The information on this application will be made available to the interviewers and those members of the training team involved in the selection of candidates for the Diploma in Psychodynamic Counselling. The information is stored on a computer database.

We wish to ensure that the application process is fair and in line with our Equal Opportunities Policies. The information you provide on this form is the only information we will use in deciding whether you will be shortlisted for an interview. It is therefore important that you complete the form fully.

Once you submit this form, the Administration Team at Basingstoke Counselling Service will receive an automated notification. On receipt of your application form and your administration fee we will email you to confirm acceptance of your application.

We will then be in touch to let you know whether we will be inviting you for interview. Applicants who are invited to interview will be required to send in by email a past piece of written work to evidence their academic ability. This must be received a minimum of 48 hours prior to the interview. Ideally this would be a piece of work that has been submitted as part of your Level 3 training (if this is not possible, please contact us to discuss).

Should you progress through the initial interview stage, you will be asked to attend an assessment with an external assessor to further ascertain your suitability to train as a Psychodynamic Counsellor. An additional fee of £120 is required for the external assessment and applicants cannot progress further without completing this stage. A report will be produced by the external assessor and will be reviewed by the interview panel prior to offers being made. Please note offers are subject to satisfactory references and a DBS check.

Section 1 - Contact Details
Section 2 - Counselling Qualifications and Courses
Section 3 - Employment History
Section 4 - About You and Personal Statement
Section 5 - References
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Section 7 - Equal Opportunities Monitoring Form

* Required

Contact Details

1. Date Form Completed *

2. First Name *

3. Surname *

4. Gender *

5. Preferred pronouns *

- she/her
- he/him
- they/them
- Other

6. Email Address *

All of our communication is by email where possible. If you do not have an email address please type N/A and we will contact you on the contact number you have provided.

7. Full Postal Address, including postcode *

8. Contact Numbers *

Please add the best number for us to contact you on

9. How did you hear about our course?

To help us with future marketing please let us know how you heard about our certificate course.

- Our website
- Facebook
- Twitter
- Linked In
- BACP
- Community space
- Introduction Course
- BCS Certificate in Counselling Skills and Theory
- At work
- Other

10. What profession do you work in? *

If you are retired or currently volunteering please put this.

Counselling Qualifications and Courses

Please give details of counselling training to date including any you are currently attending. There are spaces for four courses/qualifications if needed. As a Level 3 counselling skills training with a minimum of 90 taught hours is an eligibility requirement, you must include this in one of the boxes.

If your course is external to BCS please complete questions 15-17 as well.

11. Education/Courses/Training 1 *

Please enter date, Education/Courses/Training details, including institution and grade awarded. The text box will expand as you write:

12. Education/Courses/Training 2

Please enter date, Education/Courses/Training details, including institution and grade awarded. The text box will expand as you write:

13. Education/Courses/Training 3

Please enter date, Education/Courses/Training details, including institution and grade awarded. The text box will expand as you write:

14. Education/Courses/Training 4

Please enter date, Education/Courses/Training details, including institution and grade awarded. The text box will expand as you write:

15. What has been covered throughout your Level 3 course?

The box will expand as you type

16. How many training hours have you completed? (please specify by course) Please note that there is a requirement for a minimum of 90 taught hours on a Level 3 course.

The box will expand as you type

17. Please give details of any formal self-awareness or experiential group you have attended

The box will expand as you type

Employment History

Please give details of your current and (where applicable) previous employment including volunteering roles.

18. Role 1 *

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

19. Role 2

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

20. Role 3

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

21. Role 4

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

22. Role 5

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

23. Role 6

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

24. Role 7

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

25. Role 8

Please include dates to and from and details of employer, job title and the nature of the role. The box will expand as you type.

About You and Personal Statement

It is important that you complete this section as fully as possible. This section helps us to gain a sense of you as an applicant, and if this section is sparse, we are unlikely to be able to assess you as suitable for interview. Our course is rigorous in nature, and our application process reflects this.

26. Describe any life experiences that you feel have developed the qualities and understanding which would be useful to you as a counsellor, including any challenging experiences. *

The box will expand as you type.

27. Have you ever had counselling, therapy or psychiatric help or experienced any mental health issues? If yes, what have you learnt from the experience? *

The box will expand as you type.

28. Are you currently in counselling or therapy? If yes, please give details of your current (and previous) therapist/s in the boxes below. *

The box will expand as you type

29. Therapist 1: Full Name

30. Therapist 1: Modality

31. Therapist 1: Start date and end date (if applicable)

32. Therapist 2: Full Name

33. Therapist 2: Modality

34. Therapist 2: Start date and end date

35. Therapist 3: Full Name

36. Therapist 3: Modality

37. Therapist 3: Start date and end date

38. How would you describe yourself in terms of your strengths and weaknesses? *

The box will expand as you type

39. **Personal Statement:** please include your reasons for wanting to join this course, why you think you would be a suitable candidate and what you expect to gain from the course. In addition, please provide any other information that you believe may support your application. *

The box will expand as you type

References

Please give details below of two references. (Please note that one referee should be from your Level 3 course and the other must have known you for a minimum period of three years and should not be a relation).

40. Referee 1 - First Name *

41. Referee 1 - Surname *

42. Referee 1 - Email Address *

All of our communication is by email where possible. If you do not have an email address for your referee please type N/A and we will contact them on the contact number you have provided.

43. Referee 1 - Contact Numbers *

Please add the best number for us to contact them on.

44. Referee 1 - Nature of relationship *

45. Referee 2 - First Name *

46. Referee 2 - Surname *

47. Referee 2 - Email Address *

All of our communication is by email where possible. If you do not have an email address for your referee please type N/A and we will contact them on the contact number you have provided.

48. Referee 2 - Contact Numbers *

Please add the best number for us to contact them on.

49. Referee 2 - Nature of relationship *

Additional Questions

Please note that there is no discrimination intended in the following questions, but it is important that we receive your answers. Any matters raised in the answers to these questions does not automatically mean that you will not proceed in this selection process, and if invited to interview, we will be happy to discuss further. If the answer to any of the following questions is yes, please provide details.

An intrinsic part of the Diploma course is an in-house placement as a Trainee Counsellor at Basingstoke Counselling Service. The role of Trainee Counsellor is exempt from the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare any convictions, cautions, reprimands and final warnings that are not protected (i.e. that are not filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). As such a DBS check is part of the application process. We would expect the information given on this application form to reflect that shown on the DBS certificate.

We recognise the contribution that ex-offenders can make as trainee counsellors and welcome Diploma course applications from them. Any information given will be treated in the strictest confidence. Suitable applicants will not be refused a place on the Diploma because of offences which are not relevant to, and do not place them at or make them a risk in, the Trainee Counsellor role which is a Diploma course requirement.

All cases will be examined on an individual basis and will take the following into consideration:

- whether the conviction is relevant to the role of Trainee Counsellor
- the seriousness of any offence revealed
- the age of the applicant at the time of the offence(s)
- the length of time since the offence(s) occurred
- whether the applicant has a pattern of offending behaviour
- the circumstances surrounding the offence(s), and the explanation(s) offered by the person concerned
- whether the applicant's circumstances have changed since the offending behaviour.

If you are not offered a place, section 6, will be destroyed.

50. Do you have any spent or unspent convictions, cautions, reprimands or final warnings? *

51. Have you had any addictions in the last five years? *

52. Are you currently taking any medication that we should be aware of? *

53. Do you have any additional requirements or needs that we would need to take into account?

*

Equal Opportunities Monitoring Form

Providing this information is optional and we will ensure this information remains confidential.

Please note that this form will be separated from the rest of your forms on receipt, and will not form any part of the process of application. People will not be excluded on grounds of gender, marital status, physical ability, race, ethnicity, religion or sexual orientation.

Basingstoke Counselling Service assures you that any information you provide here will only be used for statistical monitoring and to monitor the effectiveness of our policies.

The following sets out categories for monitoring. We ask you to respond to this information request positively as it will help us ensure that our policies and practices do not inadvertently discriminate against you.

54. Postcode

55. What are you applying for?

- Counselling
- Training Course
- CPD/Workshop
- Employment

56. Ethnicity: How would you describe yourself?

- White: English/Welsh/Scottish/Northern Irish or British
- White: Irish
- White: Gypsy or Irish Traveller
- White: Other
- Mixed or Multiple Ethnic: White and Black Caribbean
- Mixed or Multiple Ethnic: White and Black African
- Mixed or Multiple Ethnic: White and Asian
- Mixed or Multiple Ethnic: Other mixed
- Asian or Asian British: Indian
- Asian or Asian British: Pakistani
- Asian or Asian British: Bangladeshi
- Asian or Asian British: Chinese
- Asian or Asian British: Other
- Black, African Caribbean, or Black British: African
- Black, African Caribbean, or Black British: Caribbean
- Black, African Caribbean, or Black British: Other
- Arab
- Prefer not to say
- Other

57. Disability: Do you consider yourself to have a disability or a long-term health condition?

- Yes
- No
- Prefer not to say

58. If yes, what is the impact of your disability or health condition?

If you would like to discuss your response, and how we might accommodate your disability or health condition, please ensure you complete the section above (question 53).

59. Gender

60. Age: What is your current age?

61. Religion and belief: Please select the option that best describes you?

If your religion is not specifically listed then we ask you not to take offence as none was intended

- Christianity
- Buddhism
- Hinduism
- Judaism
- Sikhism
- Islam
- No religion
- Prefer not to say
- Other

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