



Timetables

Applicants choose either:

Afternoon Programme - or - Weekend Programme from September - June

*Please note that all start dates are subject to change.

Dublin West	Dublin City	Limerick
<ul style="list-style-type: none"> Afternoon Programme Wednesday 14.00-19.00 Start Date: 19th September 2018* Weekend Programme Every Second Weekend Fri. 18.30-21.30 & Sat. 9.30-17.30 Start Date: 14th/15th September 2018* 	<ul style="list-style-type: none"> Afternoon Programme Tuesday 14.00-19.00 Start Date: 18th September 2018* Weekend Programme Every Second Weekend Fri. 18.30-21.30 & Sat. 9.30-17.30 Start Date: 14th/15th September 2018* 	<ul style="list-style-type: none"> Weekend Programme Every Second Weekend Fri. 18.30-21.30 & Sat. 9.30-17.30 Start Date: 14th/15th September 2018*
Kilkenny	Athlone	Cork
<ul style="list-style-type: none"> Afternoon Programme Thursday 14.00-19.00 Start Date: 20th September 2018* 	<ul style="list-style-type: none"> Weekend Programme Every Second Weekend Fri. 18.30-21.30 & Sat. 9.30-17.30 Start Date: 14th/15th September 2018* 	<ul style="list-style-type: none"> Weekend Programme Every Second Weekend Fri. 18.30-21.30 & Sat. 9.30-17.30 Start Date: 14th/15th September 2018*

Entry Requirements

- Applicants should possess a level of maturity to reflect on their own personal development.
- Applicants need to have successfully completed a:
 - Certificate Course in Counselling & Psychotherapy (or similar)
 - OR
 - Have completed the following equivalent:
 - Work/Volunteer training with a substantial counselling element.*
 - OR
 - Level 7+ course in Psychology, Social Care/Social Work, Psychiatric Nursing or Similar.*
- Entry is by application form (along with submission of 1,000 word written reflection on becoming a counsellor) and interview

*Entry onto the Diploma & BSc (Hons) Counselling and Psychotherapy may require catch-up work to be completed. This is based on assessment of your prior learning, which will be discussed at Interview.

Application Process

Applicants should complete and return the course Application Form accompanied by an initial deposit of €250, which is deductible from course fees if the application is successful. Applicants are entitled to a full refund of the initial deposit if they decide to cancel within 14 days of receipt of their application. Should an application be unsuccessful, or if the application is cancelled by the applicant following this 14 day period or after interview, an administration fee of €60 is charged and the balance of €190 is refunded. Please note that the name used on your application needs to be the same name that you have on your passport. Applicants are also required to submit a 1,000 word written reflection on becoming a therapist before they can be considered for interview. This must be written the candidate ONLY. Intake interviews will be arranged for suitable applicants. Applicants who are offered a place will be required to confirm acceptance in writing, accompanied by a Booking Deposit of €1,000. When an applicant has accepted a place, a binding agreement is created and all tuition fees, including deposits, shall be fully non-refundable in all personal circumstances.

Venue Addresses

Dublin West	Dublin City	Kilkenny	Athlone	Limerick	Cork
Corrig House, Old Naas Road, Clondalkin, Dublin 22.	High Park Campus, Drumcondra, Grace Park Road, Drumcondra, Dublin 9	Butler House, 16 Patrick St, Kilkenny City, Co. Kilkenny.	Athlone Education Centre, Moydrum Road, Athlone, Co. Westmeath.	Mary Immaculate College, South Circular Road, Limerick.	Cork Education Support Centre at The Rectory, Western Road, Cork.



Terms & Conditions

Entry Requirements:

It is the responsibility of the applicant to ensure that he/she fulfils the minimum entry requirements for a chosen course, and to ensure that the chosen course is suitable for his/her needs and level of ability. Once an applicant accepts an offer of a place on the course, he/she agrees to abide by the rules and regulations of the College. If the applicant does not reach the acceptable minimum criteria for the course, PCI College has the right to withdraw them from the course.

Language Requirements:

All candidates are required to satisfy the English language requirement. Candidates whose first language is not English and who are presenting qualifications other than the Leaving Certificate may satisfy the requirement through the completion of the IELTS (International English Language Testing System), or equivalent, on the basis that they obtain a minimum band score of 7.5, which denotes a very good skill level of English. It should be noted that these are the minimum requirements in English and PCI College may set higher requirements in each case.

Fees:

Tuition Fees are non-refundable in all personal circumstances. The balance of fees for tuition is payable, in full, before the course commences, or by availing of an agreed PCI College Direct Debit Payment Plan. Tuition Fees do not include costs of Additional Requirements such as Personal Therapy, Supervision and CPD. Once a student is enrolled on a programme of study, no part of course fees are refundable or transferable. No

refund will be made in any circumstances to students who fail to attend classes or who commence a course and subsequently feel that the course does not suit him/her. Students who are having their fees paid or part-paid by a third party, should be fully aware that responsibility for payment of fees and liaison with these bodies rests solely with the student and not with PCI College.

The College makes every effort to provide the Programme as described, and to avoid altering course dates, tutors, locations etc. However, should any changes be necessary, you will be notified at the earliest opportunity. All courses run subject to demand and the formation of a viable class cohort. A full refund will be given to all applicants in the event that the class does not proceed.

Where a student receives a refund and chooses to keep the refunded fees on their account, this credit shall only be applicable to programmes within that programme category (e.g. counselling & psychotherapy or CPD or Psychology). Credit will remain on the students account for a period of two years only from the date of refund.

Student Requirements:

Students are required to have sufficient IT skills and access to appropriate IT facilities to participate in the course. All students are assigned an individual email address and given access to an online Student Portal. The Portal includes course materials, an online library and College announcements and students are required to upload all written assignments online. Email is the primary communication method of the College and all students are requested to access their individual email account on a regular basis to ensure receipt of all notices.

Students with a disability may require adjustments to facilitate their learning. These adjustments will be fully evaluated by PCI College. Students are requested to make the College aware of any disability, special need or learning support requirement on application.

Students will be required to participate in Garda Vetting procedures in relation to programme and accreditation requirements.

Our Terms and Conditions may change and be updated from time to time. Students are requested to review the current version of Terms and Conditions on our website at www.pccollege.ie.

Group Supervision starts in 2nd Year and will be outside your standard timetable hours. It is 2 hours once a month.

PLEASE NOTE DEADLINE FOR APPLICATIONS IS SUNDAY 12TH OF AUGUST 2018.



Fees

PCI College tuition fees for courses commencing in September 2018 are as follows:

Year 1	€4,220* (plus Middlesex University Fee €1100*)
Year 2	€4,200
Year 3	€4,200
Year 4	€2,950

This course is eligible for tax relief on tuition fees.

In order to facilitate students, PCI College has introduced a monthly Direct Debit Plan. Please note that there is an extra charge of €80 for this option.

*Please note that Year 1 fees include a €20 charge for Garda vetting process which is required prior to course entry.

**Students are required to register with Middlesex University before the course commences in the first year of study, this is a once off fee and is payable in addition to any Tuition Fees due.

Additional Course Costs

Course fees do not cover costs associated with Additional Course Requirements Including Personal Therapy & Supervision.

Fees for Supervision and Personal Therapy are decided by negotiation between you and your Supervisor and Therapist. The average cost for supervision is approximately €60. Personal therapy may also average about €60 per session.

Accreditation

The PCI College Diploma in Counselling & Psychotherapy (awarded at the end of Year 3 of the degree) is fully accredited by the Irish Association for Counselling & Psychotherapy (IACP). This professional body provides standards of practice, professional identification, education/training and regulation for the counselling and psychotherapy profession in Ireland. The IACP is Ireland's largest and most well-recognised body for counsellors and psychotherapists; GP's, state bodies, HSE professionals and others will often specifically request IACP accreditation when referring clients to counsellors. The PCI College Diploma, as part of the BSc Honours Degree, has full IACP accreditation in all venues. For more details on accreditation, please see our website here www.pcicollege.ie/professionalcounsellingcourses The IACP recently announced that it will increase the requirement for all accredited courses to Level 8 honours degree from 2018 onwards. The PCI College BSc in Counselling & Psychotherapy already meets this requirement, as it is a Level 8 honours degree qualification.



Irish Association for Counselling and Psychotherapy



APPLICATION FORM

1. Personal Details (please fill in all fields in Block Capitals)

Name (for registration - as appears on passport/utility bills)

Forename: _____ Middle Name: _____ Surname: _____

Address: _____

Date of Birth: _____ Nationality: _____

Ethnicity: _____

(for M.U. registration—please leave blank if you prefer not to say)

Telephone: Home: _____

Work: _____

Mobile: _____

Email: _____

Current Employment: _____

Where did you see details of this course advertised? _____

I wish to apply for a place on the course commencing September 2018. I have indicated my **Top 3 Preferences** of venue and time, from the options below. (1 being the most preferred, 2 being next preferred and so on) :
Please note that we operate on a first come, first served basis.

FOR OFFICE USE ONLY	
ID No: _____	IT: Y/N
Deposit: _____	
Interview: _____	
Offer: _____	
Accepted: _____	

Dublin West	PCI College, Corrig House, Old Naas Road, Clondalkin, Dublin 22
<input type="checkbox"/> Afternoon	Wednesday 14.00-19.00 - Start Date: 19th September 2018*
<input type="checkbox"/> Weekend	Every Second Weekend Fri. 18.30 - 21.30 & Sat. 9.30-17.30 - Start Date: 14th & 15th September 2018*
Dublin City	High Park Campus, Drumcondra, Grace Park Road, Drumcondra, Dublin 9
<input type="checkbox"/> Afternoon	Tuesday 14.00-19.00 - Start Date: 18th September 2018*
<input type="checkbox"/> Weekend	Every Second Weekend Fri. 18.30-21.30 & Sat. 9.30-17.30 - Start Date: 14th & 15th September 2018*
Kilkenny	Butler House, Patrick Street, Kilkenny
<input type="checkbox"/> Afternoon	Thursday 14.00-19.00 - Start Date: 20th September 2018*
Athlone	Athlone Education Centre, Moydrum Road, Athlone, Co. Westmeath
<input type="checkbox"/> Weekend	Every Second Weekend Fri. 18.30 - 21.30 & Sat. 9.30-17.30 - Start Date: 14th & 15th September 2018*
Limerick	Mary Immaculate College, South Circular Road, Limerick
<input type="checkbox"/> Weekend	Every Second Weekend Fri. 18.30 - 21.30 & Sat. 9.30-17.30 - Start Date: 14th & 15th September 2018*
Cork	Cork Education Support Centre at The Rectory, Western Road, Cork
<input type="checkbox"/> Weekend	Every Second Weekend Fri. 18.30 - 21.30 & Sat. 9.30-17.30 - Start Date: 14th & 15th September 2018*

2. Experience of Counselling (if any)

Have you ever attended Counselling/ Psychotherapy? Yes No

Have you ever Volunteered? Yes No

If yes please give details: _____

Explain briefly why you wish to undertake this course: _____



APPLICATION FORM

3. Education Background

Highest Education Achieved (Primary/Secondary/Third Level)

Please give details of Course, Institution and Award:

CERTIFICATE COURSE IN COUNSELLING & PSYCHOTHERAPY (OR SIMILAR) - 100 HOURS

OR A LEVEL 7+ COURSE IN PSYCHOLOGY, SOCIAL CARE/SOCIAL WORK, PSYCHIATRIC NURSING OR EQUIVALENT

Course: _____

Institution: _____

Award: _____

Please list any other course you consider relevant to your application: _____

If you have a disability or special need, will you require extra learning support?

Yes No

If yes, please give details?

4. References

Please give names and addresses of two personal referees who would attest to your competence to undertake a course in Counselling & Psychotherapy. (BLOCK CAPITALS PLEASE)

1	Name:	_____	2	Name:	_____
	Address:	_____		Address:	_____
		_____			_____
	Tel:	_____		Tel:	_____

Have you ever been convicted of a criminal offence?

Yes No

If yes, please give details? _____

5. I enclose a deposit of €250.00 (of which €60.00 is non-refundable)

OR VISA / MASTERCARD / LASER

Card No: _____

Exp Date: ____ / ____ Security Code: _____ (on back of card)

Name on Card _____

OR BANK TRANSFER

BOI Account Number : 75917606

Sort Code: 90-01-21

6. Declaration

I wish to register for the programme selected above. I have read and understood the terms and conditions for programme registration (as set out in page 2 of this application form & online at www.pccollege.ie) with PCI College and I agree to be bound by those terms and conditions. I also enclose my 1,000 word written reflection as part of my application.

Signed: _____

Date: _____

