

# Certificate Course in Counselling and Psychotherapy

Commencing: 22nd May 2018

Time Table, Venue & About This Course



For Personal Development or for those who want to prepare for professional qualification. The Certificate in Counselling & Psychotherapy is a 100 hour programme.

<b>Venues, Times &amp; Days</b>	<b>Dublin City Tuesday 22nd of May 2018</b>
<b>Tues &amp; Thurs evenings May - July</b>	<b>6.30pm-9.30pm</b>
<b>AND Weekends</b> (This is a provisional timetable and may be subject to change)	<b>MAY COURSE 2018</b> <b>Saturday 9th &amp; Sunday 10th June 2018 09:00-17:30</b> <b>Saturday 30th June &amp; Sunday 1st July 2018 09:00-17:30</b> <b>Saturday 21st &amp; 22nd Sunday July 2018 09:00-17:30</b> <b>Saturday 28th July 2018 09:00-17:30</b>

## About This Course

### For whom is this Course suitable?

Applicants should feel that they possess a maturity to reflect on their own personal development.

### The Aim of the Course

The aim of this course is to introduce you to a basic knowledge of counselling, its key skills and selected approaches to Counselling & Psychotherapy. In particular you will be expected to explore interpersonal communication, personal development issues and the application of theory to practice.

### Why take this course?

The Certificate Course has been developed for those who want to enrich their own personal development and/or for those who want to prepare for professional qualification in Counselling & Psychotherapy.

Upon successful completion of this course students receive the award of:

### PCI COLLEGE CERTIFICATE IN COUNSELLING & PSYCHOTHERAPY

### Syllabus:

Personal Development  
Overview of Theories & Approaches  
Humanistic Approach & Cognitive Behavioural Approach  
Counselling Skills

**Assessment:** Written Assignments

The PCI College Certificate in Counselling and Psychotherapy meets one of the entry requirements of our BSc Degree Programmes. Acceptance onto the BSc Programmes is dependent on (1) successful completion of a relevant Certificate course in counselling skills or equivalent and (2) a formal interview.

#### Dublin West

Corrig House,  
Old Naas Road,  
Clondalkin,  
Dublin 22.

#### Dublin City

Respond, High Park Campus,  
Grace Park Road, Drumcondra,  
Dublin 9.

#### Kilkenny

Butler House,  
16 Patrick Street  
Kilkenny City

#### Athlone

Athlone Education Centre,  
Moynard Road,  
Athlone,  
Co. Westmeath

#### Limerick

Mary Immaculate College,  
South Circular Road,  
Limerick

#### Cork

Cork Education Support Centre,  
The Rectory, Western Road, Cork

## PCI College

PCI College, Corrig House, Old Naas Road, Clondalkin, Dublin 22.  
Tel.: 01 464 2268 • info@pcicollege.ie • www.pcicollege.ie

## 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:

PCI College tuition fees for Certificate in Counselling & Psychotherapy are: **€1,480**

Applicants should complete and return the enclosed Application Form. Applications must be accompanied by a Deposit of €450 which is deductible from course fees.

Tuition Fees are non-refundable in all personal circumstances. The balance of fees €1,030 for tuition is payable, in full, before the course commences.

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 may be requested 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](http://www.pccollege.ie).

## 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: \_\_\_\_\_

Have you ever attended Counselling?      Yes      No

Do you now or have you every volunteered for a charity or community body? If yes, please state where:

\_\_\_\_\_

In a few sentences, explain why you wish to undertake this course now:

Where did you see details of this course advertised?

If you have a disability or special need, will you require extra learning support?      Yes      No

If Yes, please give details:

\_\_\_\_\_

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

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)

### 2. Education Background

Highest Education Achieved (Primary/Secondary/Third Level)

\_\_\_\_\_

Please give details of any other courses/training you consider relevant:

\_\_\_\_\_

\_\_\_\_\_

## 3. Deposit

*I enclose a deposit of €450.00*

VISA / MASTERCARD / LASER

CHEQUE

OTHER

Card No: \_\_\_\_\_

Exp Date: \_\_\_\_ / \_\_\_\_ Security Code: \_\_\_\_ (on back of card)

Name on Card \_\_\_\_\_

### Declaration

I wish to register for the programme selected above and understand the academic and professional provisions of the course. I declare that the information provided in this application is accurate. I have read and understood the Terms and Conditions for programme registration (as set out in page 2 of this application form and online at [www.pcicollege.ie](http://www.pcicollege.ie)) and I agree to be bound by these Terms and Conditions.

Sign \_\_\_\_\_

Date \_\_\_\_\_