

# Certificate Course in Counselling and Psychotherapy

Commencing: June 2023

**Timetable, Venue & About This Course**

Please note that all timetables and venues are subject to change



**PCI College**

Excellence & Innovation in Psychological Education

Established 1991

For Personal or Professional Development or for those who want to prepare for Professional Qualification. The Certificate in Counselling & Psychotherapy is a 75 hour programme.

## Timetables

Dublin West June 2023	Live Online June 2023
Saturday & Sunday 9.30am- 4.30pm	Saturday & Sunday 9.30am-4.30pm

**This is a provisional timetable & may be subject to change.**

**Live and Online:** You will have an option to attend this course live and online via Microsoft Teams. It is a great opportunity if you can't travel to the venue or if you would like to attend the course from the comfort of your home.

## About This Course

### Who is this course for?

This course is designed for anyone with an interest in Counselling & Psychotherapy as a future career, for those interested in personal growth & development and for those who want to gain an understanding of counselling theory & basic skills for their current role. Applicants must be over 18 and feel that they possess a maturity to reflect on their own personal development.

### What is the aim of this 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 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. The course is 75 hours of class time and gives you a comprehensive foundation in Counselling & Psychotherapy.

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

**PCI COLLEGE CERTIFICATE IN COUNSELLING & PSYCHOTHERAPY**

### Course Syllabus

The course is divided into two parts:

- Part 1: 'Personal development and introduction to counselling skills,' and
- Part 2: 'Theories, skills and integration.'

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.

**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.

### Fees:

PCI College tuition fees for the Certificate in Counselling & Psychotherapy are: **€1,155**

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 €705 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). 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.

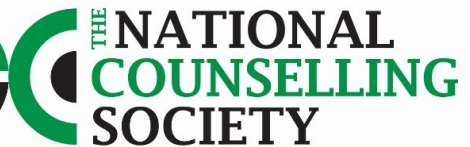
Students with a disability may require adjustments to facilitate their learning. These adjustments will be fully evaluated by PCI College. Students are requested to make the College aware of any disability, special need or learning support requirement on application.

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).

## Training Course Recognition

The Certificate in Counselling & Psychotherapy has become the first foundation course of its kind in the Republic of Ireland to receive 'Quality Checked Training' status from the National Counselling Society (NCS). This means that the NCS, who are based in the UK, have extensively reviewed and approved the course's content and delivery, deeming it to be worthy of their high standards.





## Application Form

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

Gender: \_\_\_\_\_

Nationality: \_\_\_\_\_

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 first see details of this course advertised?: (e.g. online search, online advert, website, e-mail-direct marketing, Facebook, Twitter, word-of-mouth, press, radio, event)

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

If Yes, please give details:

\_\_\_\_\_  
\_\_\_\_\_

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:	

<b>FOR OFFICE USE ONLY</b>
<b>ID No:</b> _____
<b>Dep. Rec'd:</b> _____



## Application Form

### Education Background:

Highest Education Achieved (Primary/Secondary/Third Level):

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

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### Select the venue you wish to attend:

Dublin West	June 2023	<input type="checkbox"/>
Live Online	June 2023	<input type="checkbox"/>

### Payment Amount:

I enclose a deposit of €450.00  OR I enclose the full amount of €1,155

### Please Select A Payment Option:

Online payment through the website

Cheque

Bank Transfer

(Please note your name on the transfer for reference)

Bank of Ireland Account Number: 75917606

Sort Code: 90-01-21

### 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.pcicollege.ie](http://www.pcicollege.ie)) with PCI College and I agree to be bound by those terms and conditions.

Sign: \_\_\_\_\_

Date: \_\_\_\_\_