

## Timetables

### Year 3

Upgrade students enter the degree programme in Year Three and receive exemption from Year One and Year Two modules.

**Please note: All applicants must have successfully completed a Diploma in Counselling & Psychotherapy to be eligible for the Upgrade Programme.**

Applicants choose from our venues either during weekdays or weekends.

### Year 4

Timetables and venue varies according to student module choices.

## Timetable

**Weekend Programme**  
Saturdays

**Weekday Programme**  
Wednesdays

## 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.

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. When an applicant has accepted a place, a

## Fees

PCI College tuition fees for BSc Upgrade courses commencing in September 2021 are as follows:

<b>Year 3</b>	£4,340 (Includes all academic and administration costs and charges)
<b>Year 4</b>	£3,360

\*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.

\*Any year one or year two module that was not exempted must be taken as a catch up module - there are additional fees for required modules.

**In order to facilitate students, PCI College has introduced a monthly Direct Debit Plan. Please note that there is an extra charge of £100 for this option.**

## Accreditation

The BSc (Honours) Degree in Counselling & Psychotherapy is quality assured by Middlesex University and you will receive a Middlesex Level 6 FHEQ (comparable to Level 8 NFQ) award on successful completion of the course. The requirements for professional accreditation (with the IACP or similar) are not part of the BSc Upgrade programme. Students who wish to work towards professional accreditation must enter the BSc (Honours) degree programme in Counselling & Psychotherapy at Year 1 or 2.

## 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:

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 (Catch-up Modules).

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 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.pcicollege.co.uk](http://www.pcicollege.co.uk).

## APPLICATION FORM

### 1. Personal Details (Please fill all fields in BLOCK CAPITALS)

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

Forename: \_\_\_\_\_ Middlename: \_\_\_\_\_ Surname: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Date of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_

Ethnicity: \_\_\_\_\_

(Please leave blank if you prefer not to say)

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

Telephone: Home: \_\_\_\_\_ Work: \_\_\_\_\_

Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Current Employment: \_\_\_\_\_

Where did you 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) \_\_\_\_\_

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

2. I wish to apply for a place on the course commencing September 2021. I have indicated my **choice** of timetable from the options below. Please note that we operate on a first come, first served basis.

<b>Belfast</b>	<b>Saturday option</b>	<input type="checkbox"/>
<b>Belfast</b>	<b>Wednesdays option</b>	<input type="checkbox"/>

### 3. Education in Counselling & Psychotherapy

INTRODUCTORY COURSE - CERTIFICATE IN COUNSELLING & PSYCHOTHERAPY (OR SIMILAR)

Name of Course: \_\_\_\_\_

Institution: \_\_\_\_\_

Award: \_\_\_\_\_

CORE COURSE - 450 HOURS (Diploma in Counselling & Psychotherapy)\*

Name of Course: \_\_\_\_\_

Institution: \_\_\_\_\_

Award: \_\_\_\_\_ Hours: \_\_\_\_\_

Main Tutors: 1. \_\_\_\_\_ 2. \_\_\_\_\_

Qualifications: \_\_\_\_\_

\*Please note that you must include your Core Course Outline, Transcript of Results, Copy of Relevant Qualifications and a Complete Course Comparison Form.

## APPLICATION FORM

### CLINICAL WORK

Are you accredited with any recognised counselling bodies? \_\_\_\_\_

Hours of one to one supervised counselling (must be substantiated by letter from supervisor) \_\_\_\_\_

Hours of personal therapy (must be substantiated by letter from your counsellor) \_\_\_\_\_

Please give names and addresses of two personal referees who would attest to your competence to undertake the degree programme and to your suitability to act in the capacity of counsellor. (BLOCK CAPITALS PLEASE)

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

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

Yes       No

If yes, please give details? \_\_\_\_\_

I wish to join the BSc in Counselling & Psychotherapy Upgrade Programme and

1. I have completed a Diploma in Counselling & Psychotherapy / Diploma in Addiction Counselling

I attach the following:-

2. Copy of Core Course Prospectus / Core Course Outline

3. Transcript of Results of all my assessments / examinations

4. Copy of all relevant qualifications

5. Completed Course Comparison Form

6. Letter from counsellor to verify 50 hours of personal therapy

7. Letter from supervisor to verify 100 hours of client work

8. £250 deposit

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

Bank Transfer

Ulster Bank Account Number : 16458622

Sort Code: 98 00 60

Online Payment via website (<https://www.pcicollege.co.uk/payments>)

VISA/DEBIT/MASTERCARD **Please note that your card details will be destroyed once your payment has been processed.**

### 6. 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 3 of this application form and online at [www.pcicollege.co.uk](http://www.pcicollege.co.uk)) and I agree to be bound by these Terms and Conditions.

Signed: \_\_\_\_\_

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

<p><b>Module Number / Description</b></p>	<p><b>What is covered in the PCI College Module: (Summary of Learning Outcomes. Further detail is available in the course Narratives )</b></p>
<p><b>Year 1: CP411</b></p> <p><b>Contemporary Humanistic &amp; Existential Perspectives in Counselling &amp; Psychotherapy</b></p> <p><b>30 Credits</b></p>	<ul style="list-style-type: none"> <li>• The relationship between the Humanistic and Existential approaches to counselling and how such approaches can be integrated into your personal and professional life.</li> <li>• An Evaluation of the contribution of key theorists to the Humanistic and Existential schools of counselling and psychotherapy.</li> <li>• Connecting and evaluating the philosophical concepts underpinning Humanistic approaches and key philosophical principles of Existentialism.</li> <li>• The main principles of the Person-Centred approach to therapy. Evaluating and assessing the Person-Centred approach and the existentialist approach as a way of being.</li> <li>• How to apply and reflect on Person-Centred and Existential models of process and change, identifying common and unique characteristics of Humanistic and Existential psychotherapy.</li> <li>• How to read the relevant literature on Humanistic and Existential approaches to psychotherapy</li> </ul>
<p><b>Year 1: CP412</b></p> <p><b>Professional Competence: Counselling Skills &amp; Ethical Practice</b></p> <p><b>30 Credits</b></p>	<ul style="list-style-type: none"> <li>• Evaluate competency in a variety of key baseline counselling skills.</li> <li>• Understand how to establish an appropriate setting for counselling, including making a working contract and managing personal and professional boundaries.</li> <li>• Demonstrate awareness of the importance of ethics in counselling and the influence of personal values on same.</li> <li>• Self-evaluate your ability to offer a structured counselling experience to a client.</li> <li>• Reflect upon the contribution of the therapist's use of self to the process and outcome of therapy.</li> <li>• Identify strengths and areas for improvement through reflection on triad/small group work.</li> <li>• Understand the value of feedback, both giving and receiving, as well as ongoing reflective practice, individually and in groups</li> </ul>
<p><b>Year 1: CP413</b></p> <p><b>Personal Development: Self awareness &amp; the Reflective practitioner</b></p> <p><b>30 credits</b></p>	<ul style="list-style-type: none"> <li>• Evaluate the meaning and importance of self-awareness in becoming an effective counsellor and the tasks involved in integrating personal experiences into professional selves.</li> <li>• Demonstrate an ability to self-reflect on the development of your own self-concept, especially in the areas of needs, values, internalised beliefs, motivations, emotional resilience and the impact of same on personal and professional relationships.</li> <li>• Show increased awareness by reflecting on self through the lens of attachment theory and the influence of same on emotional life and patterns of social relationships.</li> <li>• Recognise personal defensive strategies and identify configurations of self.</li> <li>• Prepare and deliver a verbal presentation to group.</li> </ul>

<p><b>Module Number / Description</b></p>	<p><b>What is covered in the PCI College Module (Summary of Learning Outcomes. Further detail is available in the course Narratives )</b></p>
<p><b>Year 2: CP423</b></p> <p><b>Personal Development: The relational Self</b></p> <p><b>30 credits</b></p>	<ul style="list-style-type: none"> <li>Investigate the nature of 'self in relationship' referencing theoretical frameworks, life events and relational dynamics, demonstrating proficiency in integrating theory and reflective practice.</li> <li>Exhibit increased awareness of 'self' as a relational being with reference to theories of loss, sexuality, life scripts, group process and family dynamics.</li> <li>Establish a cultivated sensitivity around gender, sexuality and relationship diversity.</li> <li>Demonstrate increased understanding of relational blocks and an emerging capacity to work at relational depth.</li> <li>Show capability in developing strategies for coping with and working through personally challenging issues while staying grounded as a therapist.</li> </ul>
<p><b>Year 2: CP521</b></p> <p><b>Contemporary Cognitive Be- havioural Therapy Theory &amp; Practice</b></p> <p><b>30 credits</b></p>	<ul style="list-style-type: none"> <li>Critically evaluate the strengths, limitations and current thinking on CBT as an evidence-based approach to counselling and psychotherapy</li> <li>Differentiate between the principal mood and anxiety disorders while understanding the role of medication.</li> <li>Determine the cognitive and behavioral strategies used for common mood and anxiety disorders and the value of focusing on key cognitions and behaviors.</li> <li>Critique the use of outcome measures as process instruments</li> <li>Integrate the skills and theories of CBT with humanistic approaches.</li> </ul>
<p><b>Year 2: CP 522</b></p> <p><b>Professional Competence: Advanced Skills &amp; Ethical Practice</b></p> <p><b>30 credits</b></p>	<ul style="list-style-type: none"> <li>Evaluate competency in a wider range of therapeutic interventions and advanced counselling skills.</li> <li>Display a deepening awareness of the importance of ethics in counselling and the influence of personal values, prejudices and triggers on same.</li> <li>Demonstrate an understanding of the importance of multicultural awareness and sensitivity towards the unique issues faced by diverse and/or minority populations.</li> <li>Critically appraise and summarise the principles of key codes of ethics in the Irish/British fields of counselling and psychotherapy.</li> <li>Display working knowledge of practitioner considerations such as the use of supervision, keeping of case notes, and various legal issues.</li> <li>Identify further strengths and areas for improvement through reflection on triad/small group work.</li> </ul>

**Course Comparison Form (Use Additional Pages if required)**

BSc (Hons) in Counselling & Psychotherapy Programme

**Please see Additional Information on Pages 5 & 6 for details of what is covered in the PCI College Modules**

Module Number	Description	Match with the relevant content from your core course. Reference the Prospectus or Course Description from Institute	No. of Hrs	How was module assessed?	Grade awarded
CP411	Contemporary Humanistic & Existential Perspectives in Counselling & Psychotherapy				
CP412	Professional Competence: Counselling Skills & Ethical Practice				
CP413	Personal Development: Self awareness & the Reflective Practitioner				
CP423	Personal Development: The Relational Self				
CP521	Contemporary Cognitive Behavioural Therapy: theory & Practice.				
CP522	Professional competence: Advanced Skills & Ethical Practice				