



Please note: All applicants must have completed 15 hours of personal therapy with an IACP/BACP/IAHIP accredited therapist within the previous year and have a letter from their transferring institute verifying their fitness to practice, i.e. that there are no concerns regarding their ability to work with clients.

Timetables

Year 2: Student enter the degree programme in Year Two & receive exemption from Year One modules. Applicants choose from our venues either during weekdays or weekends.

Year 3: Timetables and venue varies according to student module choices.

Year 4: Timetables and venue varies according to student module choices.

Please note we have a number of weekday and weekend options available, the timetable for the course will be available soon but if you have any queries please call 01-464 2268

Application Process

Applicants should complete and return the course Application Form accompanied by an initial deposit of €80, which is de-ductible from course fees if the application is successful. Applicants are entitled to a refund of the initial deposit (less a processing fee of €5) if they decide to cancel within 14 days of receipt of their application, and haven't attended the interview. Please note that the name used on your application needs to be the same name that you have on your passport. Intake interviews will be arranged for suitable applicants. 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. All applicants must have completed 15 hours of personal therapy with an IACP/BACP/IAHIP accredited therapist within the previous year and have a letter from their transferring institute verifying their fitness to practice, i.e. that there are no concerns regarding their ability to work with clients.

Fees

PCI College tuition fees for BSc Year 2 entry courses commencing in September 2024 are as follows:

Year 2: €5,490* (Includes all academic and administration costs and charges)

Year 3: €4,390

Year 4: €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. Full details of the payment

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 course is IACP accredited, however it is the responsibility of all applicants to ensure that the IACP will accept pre-accredited applications for their combined course, i.e. Year 1 and 2 of their transferring institute plus PCI College Year 3 and 4.



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.pccollege.ie.



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) _____

2. I wish to apply for a place on the course commencing September 2022. 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.

Dublin City	Weekend	<input type="checkbox"/>
Dublin West	Wednesday	<input type="checkbox"/>
Limerick	Weekend	<input type="checkbox"/>
Cork	Weekend	<input type="checkbox"/>
Kilkenny	Weekend	<input type="checkbox"/>
Cork	Thursday	<input type="checkbox"/>
Kilkenny	Tuesday	<input type="checkbox"/>
Cork	Thursday	<input type="checkbox"/>

3.

Education in Counselling & Psychotherapy

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

Name of Course: _____

Institution: _____

Award: _____

CORE COURSE - Year 1 and 2 of BSc in Counselling & Psychotherapy

Name of Course: _____

Institution: _____

Award: _____ Hours: _____



APPLICATION FORM CLINICAL REQUIREMENTS

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 verifying all 50 hours of personal therapy were completed in past 2 years
- 7. Evidence of CPD workshops completed within the previous 2 years.
- 8. Evidence of fitness to practice, i.e. letter from transferring institute verifying that there are no concerns regarding your readiness to work with clients.

5. I enclose a deposit of €80

- BANK TRANSFER
BOI Account Number: 75917606 Sort Code: 90-01-21
- VISA / DEBIT / MASTERCARD *Please note that your card details will be destroyed once your payment has been processed.*
- Cheque
- Website Online Payment

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.pccollege.ie) and I agree to be bound by these Terms and Conditions.

Signed: _____

Date: _____