

## **Course Admission Guidelines**

### **Diploma in Transpersonal Counselling and Psychotherapy**

v1.588

#### **Course Description**

The Diploma in Transpersonal Counselling and Psychotherapy is a four-year course starting in January each year that leads to a diploma and accreditation by the UKCP as a Psychotherapist. The course comprises one evening a week lectures and group supervision, as well as various weekends and additional training.

More information can be found on our website at <https://ccpe.org.uk/>

#### **Entry Requirements**

The current Diploma course entry requirements require applicants to have:

- Sufficient relevant life experience and resilience for intensive experiential training
- Significant experience of therapy with a qualified psychotherapist or Counsellor prior to commencement of the course.
- Successful completion of a one-year Counselling Foundation Skills course or equivalent that provides basic Counselling skills training and knowledge of basic counselling theory. See below
- Personal maturity and a willingness to reflect deeply
- An interest in and commitment to their own personal spiritual development
- Personal qualities and aptitude to work with vulnerable adults and those in mental, emotional or spiritual crisis
- Evidence of skills and capacity for essay writing and academic work

#### **Foundation Course requirements**

- A full one-year Certificate, such as CCPE's Foundation Course, will be prioritised for admission. Courses that run for significantly less than a year may be asked to complete additional criteria for entry or to first complete CCPE's Foundations of Counselling and Psychotherapy course.
- Applicants who have not completed CCPE's Foundation Course will be asked to attend specific CCPE weekend courses as part of the requirements for acceptance onto the Diploma. The courses incur a charge to attend, and you will be evaluated during the weekend as to your suitability.
- A place on the CCPE Foundation course does not always guarantee a place on the Diploma Clinical training. There are more applicants than there are places. Further, the clinical training is not suitable for everyone, and applicants may need to do more personal work before trying again another year.

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## **Additional requirements**

- The use of psychedelic drugs or psychedelic drug therapies is not allowed while training at CCPE.

Due to the volume of applications received each year, please be advised that those who are not accepted onto the training will not be provided explicit detail for why their application has been denied.

## **Initial contact**

Interested potential applicants are asked to submit (1) their completed application form and (2) CV detailing their history, qualifications and relevant professional and personal information to [admissions@ccpe.org.uk](mailto:admissions@ccpe.org.uk). The application is reviewed by the Admissions Administrator who makes a preliminary assessment of the applicant's eligibility based on the course entry criteria.

If the applicant meets the basic entry criteria, they are asked to pay the admission fee of £85, and then invited to interview with one of the Diploma Interviewers. The interview lasts 50 minutes.

External applicants (i.e. those who have not done CCPE's foundation training) are encouraged to attend one of our experiential weekend workshops for an opportunity to decide if the training is right for them. For external applicants, attendance on one of these workshops is also generally required as part of any offer of acceptance, so those who attend prior to receiving an offer, may count their attendance as fulfilment of this conditional criteria. (See 'Weekend Workshops' below for more detail).

## **Interview**

This interview is used as an information gathering and assessment exercise to ascertain whether the applicant is suitable and ready for training at the diploma level. It is also an opportunity for the potential applicant to ask questions and to reflect on whether this is the right course to meet their own training aspirations.

The interview covers:

- Suitability to work as a counsellor and psychotherapist (qualifications, work experience, life experience)
- Personal qualities and intention
- Interest/understanding of the transpersonal integrative modality

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- Academic ability
- Experience of personal therapy
- Personal support whilst in training
- Capacity to pay fees
- Special needs
- Opportunity for applicants to ask questions, to get a feel if this is the right training for them

## **Application**

All applications are considered in line with CCPE's Equal Opportunities policy. Applicants are NOT considered primarily or solely according to date of application.

## **CCPE Equal Opportunities Policy**

CCPE promotes equal opportunities for students, clients and staff. CCPE is committed to a policy and practice whereby a student's admission to, and assessment on the diploma course is determined by psychological and relational capacity, personal merit and performance. No applicant as a student or for a staff appointment will be treated less favourably than another. CCPE does not discriminate on the grounds of nationality, race, gender, sexual orientation, age, social class, disability, political, religious or spiritual persuasion or practice. CCPE promotes an Equal Opportunities and a Diversity Policy where students, staff and graduates recognise, respect and value the dignity and diversity of others. This statement also applies to all client practice for students and staff.

## **Admissions Panel**

The applicant interview notes, application form, CV, and any other submitted additional information are considered by the Admissions Panel where senior and core staff assess all applications in mid-September. Responses are normally sent out in early October. Decisions are made through an exhaustive review procedure, and as a result, all CCPE admissions decisions are considered final.

## **Offer / Acceptance**

If accepted the applicant is sent an Offer/ Acceptance letter offering them a place on the course. This is subject to the appropriate documentation meeting course entry.

The offer might be subject to the following criteria dependent on the individual circumstances of the applicant:

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- Successful completion of their current Foundation training course
- Additional training
- Enrolment with an approved personal psychotherapy
- Further references
- Provision of a new DBS
- External Applicants (i.e. those who have not done the foundation training) are required to attend at least 1 experiential weekend workshop, and possibly a second counselling skills weekend workshop depending on qualification and experience.

A deposit of £300 is required to secure the offer of a place on the course.

## **Waiting List places**

Where an application has achieved the entry requirements, but there are no available places for the year, the applicant may be put on the waiting list. Should a place become available due to withdrawal or deferral, even up until the last minute, it will be offered to the wait-listed applicants.

## **Personal Psychotherapy**

Once enrolled on the Diploma training, we ask that all trainees work with an approved psychotherapist. This is important for the following reasons:

- CCPE is an experiential training, and the support of a therapist is essential throughout the training.
- Having a UKCP psychotherapist who is open to the CCPE way of working and the spiritual perspective is necessary to allow trainees to experience the specific therapeutic modality they are studying. All trainees must check their therapist is approved by CCPE if they are not a CCPE trained UKCP accredited psychotherapist. We do value and support trainees to continue working with their existing therapists where they are suitably qualified, and can demonstrate openness to the spiritual perspective.

Those who wish to find a CCPE therapist for the training, should contact reception at [info@ccpe.org.uk](mailto:info@ccpe.org.uk) or 020 7266 3006 to be booked in for an assessment.

## **Weekend Workshops**

Applicants who have completed their foundational training outside of CCPE, and are accepted onto the Diploma, will be required to attend at least 1 and possibly 2 CCPE weekends prior to the start of their training depending on experience.

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Attendance on 1 of CCPE's experiential weekends will be mandatory for all external candidates, and available dates should be reviewed as early as possible in the application process. Please be advised that while attendance for an experiential weekend is a condition of acceptance, attendance on these workshops prior to the Admissions Panel's decision is no guarantee of acceptance. These weekends, which make up part of the Diploma curriculum and are open to the public, are not only a useful way for CCPE to further assess external applicants, but also serve as an excellent tool for applicants to evaluate whether CCPE is the right place for them.

When booking a weekend, applicants must indicate they are a prospective student. Only weekends attended during the year the application is submitted may be used to fulfil this criteria. Dates, details and information on how to book can be found in the following link: [https://ccpe.org.uk/?page\\_id=23](https://ccpe.org.uk/?page_id=23)

Please note that those who choose not to attend a weekend prior to the Application Panel's decision, but are accepted onto the course, will have only 2 weekends remaining to choose from. These applicants must ensure they can attend at least 1 of these remaining workshops if accepted.

A skills weekend may be requested by the Admissions Panel in addition to the experiential weekend where it is deemed applicants may require further assessment and/or have not had sufficient basic skills training prior to applying. These weekends take place in December (specific dates and fees can be requested from Admissions). Skills bookings will not be required until after a place is formally offered.

## **Delayed Places**

To formally confirm a delayed offer an accepted applicant must:

- Confirm this intention with [admissions@ccpe.org.uk](mailto:admissions@ccpe.org.uk)
- Submit the full course deposit (please note a place on the following year's training cannot be guaranteed without the deposit) and new contract no later than **31st March**

Those accepted onto the course may be permitted to 'delay' their offer to the following year. Please note, an offer can only be delayed one time. To delay an offer, accepted students will not need to return their original contract. A new contract and acceptance letter will be sent with fresh dates and costs for the following year of training as soon as these details become available. This should be by end of February/early March.

The deposit is a non-refundable, one-time payment so will not need to be submitted again.

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## **Previously applied and didn't accept or delay their place**

Those who choose not to confirm an early place for the following year's training by 31st March, may still be able to have their original application re-considered by the Admissions Panel along with the new stream of applicants, though acceptance at this stage cannot be guaranteed. To have an original application reviewed by the AP after 31st March and before the training commences, please reach out to Admissions. A £25 review fee will be applicable, but a 2nd interview will not be required. Those who delay their offer once and do not take up their place for the new year will lose their deposit and be required to submit a fresh application and sit a new interview for any future in-take.