

Wealden College
of
Counselling & Psychotherapy
Est. 1986
Part of Wealden Psychology Institute

United Kingdom Association for Transactional Analysis
Registered Training Establishment

Course Prospectus

2019 - 2020

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and

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Welcome!

Wealden College of Counselling and Psychotherapy (established in Crowborough in 1986) is an independent vocational training college offering courses accredited and recognised by the British Association for Counselling & Psychotherapy (BACP) and the United Kingdom Association for Transactional Analysis (UKATA). Our psychotherapy training is recognised by the European Association for Transactional Analysis (EATA) the United Kingdom Council for Psychotherapy (UKCP) and the International Transactional Analysis Association (ITAA).

Wealden College is a part of the Wealden Psychology Institute; an organisation dedicated to the provision of excellence within the counselling, psychology and psychotherapy fields.

We have enjoyed a reputation in the South East since 1986 for developing highly skilled practitioners of counselling and psychotherapy, who remain committed to their ongoing professional and personal development.

We offer training in supervision, and specialist trauma therapy and therapy using animals as co-therapists.

We have a centre in South West France offering a range of events. These are included on our Short Course Programme which is regularly updated and can be found on our website.

Our courses are delivered by highly qualified, experienced and skilled professionals who are in practice with clients, receive ongoing supervision and remain committed to their own personal therapy. Our courses receive external moderation, and independent practitioners are involved in the assessment and examination process.

To find out more about our courses and us, you are very welcome to contact us or to attend one of our Open Evenings.

We look forward to welcoming you to Wealden College.

Joanna Beazley Richards
Principal

John Baxendale
Vice Principal

Taster Days (11am to 4pm) and Open Evenings (4.30 to 7pm) in 2019

Monday 21st January 2019
Monday 18 February 2019
Monday 18 March 2019
Monday 24 April 2019
Monday 20 May 2019
Monday 17 June 2019
Monday 15 July 2019
Wednesday 7 August 2019
Wednesday 28 August 2019
Wednesday 18th September 2019

Attendance at Open Evenings is free of charge – all are welcome

Taster days are an opportunity for you to get a ‘feel’ for Wealden College as well as an introduction to the counselling / psychotherapy professions. They are also an opportunity to ask the questions you have always wanted to ask and never had the chance.

Taster Days are charged at £15

To book a place on a Taster Day please use the flyer from our website or contact the office.

Interviews in 2019

All interviews start at 2pm:
Monday 04 February 2019
Monday 04 March 2019
Monday 01 April 2019
Monday 15 April 2019
Monday 20 May 2019
Monday 03 June 2019
Monday 01 July 2019
Wednesday 31 July 2019
Monday 19 August 2019
Monday 16 September 2019

Individual appointments on other days are readily available by arrangement; please feel free to contact our office to make an appointment.

Wealden College of Counselling and Psychotherapy and its Philosophy

Wealden College of Counselling Psychotherapy is a part of the Wealden Psychology Institute, which specialises in the application of research findings in the behavioural sciences to a range of human situations, issues and difficulties. Institute services include: consultancy, coaching and mentoring for organisations, assessment, treatment, report writing and risk assessment in relation to criminal and civil legal proceedings, clinical psychology, counselling and psychotherapy for individuals, couples and families. We have a small organic farm which is involved in our educational, research, therapeutic and assessment work.

The Founder and Principal of the Institute and College, Joanna Beazley Richards, MSc, TSTA, is a Chartered Psychologist and Psychotherapist registered with the United Kingdom Council for Psychotherapy (UKCP) and registered with the Health and Care Professions Council as a Clinical Psychologist. Joanna has over 40 years experience working with clients and organisations. She is a registered Trauma Specialist, and an Accredited EMDR Consultant. Vice Principal John Baxendale, MSc, PTSTA is Joanna's husband, and is a qualified and UKCP registered Psychotherapist, BACP Accredited Counsellor, and Accredited EMDR practitioner. John has a lifelong experience of caring and support roles. All the tutors and core staff team at the college are highly qualified and experienced in the field of Counselling and Psychotherapy.

Situated in the East Sussex town of Crowborough, the College building offers a unique, relaxed and comfortable environment for all our courses and services.

The college philosophy is broadly humanistic in that we believe that:

- Individuals are worthy of respect, acceptance and understanding because they are human.
- People are responsible for the decisions they make, how they think, feel and behave and can change these decisions.
- People are responsible for making their own meanings and for their beliefs about themselves and others.
- People are experts on themselves.
- People have a tendency to seek self-actualisation (to realise their own potential).
- Behaviour is functional, or at one time was functional, even if it now seems not to be.
- Ownership of positive goals will enable people to work towards them more energetically.

These values and beliefs are embedded in all our training programmes and are reflected in their content and structure and in the kind of people who are tutors.

We believe that all techniques and theories are limited and should never be used in ways that avoid or distort contactful relationship between client and counsellor or psychotherapist. We are aware that within our society not everyone is treated equally or justly, and we are committed to doing what we can to ensure equality of treatment and seek to offer a learning environment in which people are valued for themselves.

The College offers training in humanistic integrative counselling that is fully accredited by the British Association for Counselling and Psychotherapy.

We believe that all students on clinical courses need to be in personal psychotherapy or counselling, according to the course on which they are training, as this experience as a client is crucial in developing the individual student's competence as a practitioner. We believe that this enables the students to deal with their own painful emotional material thus enabling them to

deepen their competency as counsellors or psychotherapists.

Our Code of Ethics and Professional Practice

The College develops professional practitioners, and students are expected to make a commitment from the start of their training by joining the relevant professional body.

Diploma in Humanistic Integrative Counselling trainees must be members of the British Association of Counselling and Psychotherapy and adhere to their Code of Ethics and Professional Practice.

Our trainers, tutors and supervisors are all members of BACP and/or UKATA and adhere to the relevant codes of practice for trainers and supervisors.

College Farm. We have a small organic farm, which has been certified organic by the Soil Association since the early 1990s, 4 miles from the college, which is managed in a way that is sensitive to the environment. Students of the college are encouraged to become involved in our work with animals and plants. College Farm is used as the base for our Animal Assisted training courses, as well as by therapists using animal facilitated therapy.

We offer short courses in therapeutic work with animals, and a chance to join in with work with people with special needs who are learning at the farm.

Wealden Institute Codes and Procedures are available on our website [please click here](#).

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General Aims of the Training Curriculum

Personal Attributes and Experience

We aim to provide the student with a training journey that will develop the personal attributes and qualities needed by a professional counsellor and/or psychotherapist. To this end the student will:

- be in personal counselling or psychotherapy with a qualified practitioner on at least a weekly basis, which is of the type that they are intending to practice.
- participate in a group "check in" at the start of each module of training.
- participate in frequent experiential exercises which aim to provide change and development in personal growth and attributes.
- receive regular feedback on the way that their peers and tutors experience them, including their attributes, qualities and attitudes.
- be asked to develop an attitude of personal responsibility toward their own learning, their group participation, and care for their environment.
- explore issues of race, culture, class, gender and sexuality.

The aims of the above are that by the end of training, our graduates will demonstrate an ability to:

- make contact with their clients with depth and immediacy.
- relate to clients with genuineness, unconditional positive regard and empathic understanding, with good boundaries and clear contracts.
- maintain appropriate self-support.
- give and take feedback constructively.
- be stable under stress and help clients through crises.
- use supervision conscientiously and effectively.
- work constructively with colleagues from other professions.

Overview of Courses 2018-2019

- **60 hour Certificate in Counselling (weekend format)**
- **Diploma in Humanistic Integrative Counselling**
- **Introductory Certificate and Diploma in Trauma Therapy**
- **Introductory Certificate and Diploma in Animal Assisted Therapy**
- **Introductory Certificate in Mindfulness and Stress Reduction**
- **Continuing Professional Development and Short Course Programme (including the official TA 101 course)**
- **Programme of short courses and CPD workshops at Wealden Institute France**

Further Specialist or Advanced Trainings:

- **Introductory Certificate and Diploma in Trauma Therapy**
- **Introductory Certificate and Diploma in Animal Assisted Therapy**
- **Introductory Certificate in Mindfulness and Stress Reduction**

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Counselling training for 2019-20

To train as a Counsellor we offer the BACP Accredited Diploma in Humanistic Integrative Counselling course. In order to enroll on this course, the candidate must have at least 60 hours of counselling / counselling skills training. This may have been received at Wealden College on the Certificate in Counselling course, or elsewhere, in which case we ask to see verification of the training when applying for the Diploma course.

The Diploma in Humanistic Integrative Counselling course leads to a Wealden College exam with the award of a Wealden College Diploma in Humanistic Integrative Counselling, which allows the successful candidate to practice as a Counsellor and to prepare for BACP Accreditation. Membership of BACP is a requirement throughout the training.

CERTIFICATE IN COUNSELLING

Course Tutor:

Joanna Beazley Richards MSc, BA (Hons), Dip.TMHA, CPsychol, TSTA, AFBPS, MBIM, UKCP Registered Psychotherapist, EMDR Accredited Consultant.

Other contributing Tutors:

John Renwick TSTA, UKCP Accredited Psychotherapist

John Baxendale MSc, PTSTA, CTA, UKCP Accredited Psychotherapist, BACP Accred., ADFCP, EMDR Accredited Practitioner.

The Certificate in Counselling course is a 60 hour introductory course designed to equip people with basic skills and an understanding of some of the theories underlying counselling. It is particularly suitable for:

- people who are thinking of going into professional training in counselling and psychotherapy,
- people who wish to enhance their people skills in their current work,
- people who wish to develop their understanding of counselling processes and what they may offer for their personal or professional growth.

The course is offered as -

5 weekends in the Summer, Saturday and Sunday, 9.15 to 4.30 each day. The dates for this year are available on the Course Dates file on our website, available by [clicking here](#).

The course content includes:

- (a) An overview of major theories of counselling and psychotherapy
- (b) Boundaries and ethics.
- (c) Basic skills of attending, listening and questioning.
- (d) The counselling relationship.
- (e) Types of presenting problem.
- (f) Managing successful endings
- (g) Professional practice

The course is a combination of teaching, exercises and skills practice. To gain the Certificate, students must actively participate on the course and complete a learning journal, reporting what has been taught and their personal response to the experience. Feedback will be given on the best ways to fulfil this requirement and additional advice and support given for those students who have limited experience in completing written work. In the event that students cannot attend any specific module, tutors may require that the student reads a particular passage or complete a task that relates to the content of the module.

If attendance is below 90% a Certificate will not be awarded. Please note students wishing to go on to train as professional counsellors or psychotherapists will be given tutors' opinion as to their suitability for further training. Certificate students will be interviewed for those courses by other tutors but completing the Certificate course is not a guarantee of acceptance on other courses.

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BACP ACCREDITED DIPLOMA IN HUMANISTIC INTEGRATIVE COUNSELLING

Course Co-ordinator:

Anna Pester BA(Hons) Couns., Dip Couns PG, Cert.Sup., MBACP (Accred)

Core tutors:

Anna Pester BA(Hons) Couns., Cert.Sup., MBACP (Accred)

James Sweeney BSc, MA, PG Dip Couns, MBACP (Accred), CTA, PTSTA.

Rachel Cutler MA, PG Dip Psych, PG Dip Couns, MBACP (Accred).

Other Contributors include:

Joanna Beazley Richards MSc, TSTA(P), C.Psychol., HCPC registered Clinical Psychologist Accredited EMDR Consultant.

John Baxendale MSc, PTSTA(P), CTA, UKCP Registered Psychotherapist, MBACP (Accred). Accredited EMDR practitioner.

A range of other specialist contributors do some teaching on the course.

The current handbook for this course is available on our website by [clicking here](#):

This is a humanistic integrative course, covering all the main aspects of the theory and practice of counselling. The philosophy is humanistic and the theory and methods taught are integrative.

The course integrates 3 core models:

- The Person-Centred approach (the bedrock of the Wealden College Diploma)
- Transactional Analysis
- Gestalt

We place a strong emphasis on hands-on skills practice and each student's personal development.

Working in year groups, we are able to create a warm and safe environment offering great potential for personal growth.

Students receive regular tutorials with a tutor on a one to one basis, in which they can freely explore their progress throughout the course.

The course covers the main aspects of the theory and practice of counselling, in a clear and accessible way.

We use a variety of creative methods throughout the year, helping students approach topics from differing perspectives, and enabling them to incorporate creative methods into their client work.

Applicants will be expected to attend a selection interview.

Expectations:

- 60 hours previous training in counselling skills or equivalent before joining the course.
- Own counselling or therapy weekly throughout the training (minimum of 40 sessions of

- group or individual therapy, each at least 50 minutes long).
- Adherence to BACP Ethical Framework, and membership of BACP from the start of the second term of the course.
- Counselling sessions with clients, under the ‘umbrella’ of a counselling agency, usually from end of first year of the course.
- Supervision once clients are being seen (not included in basic fee but usually provided free by agencies).
- To attend tutorials with course tutors.

Training Provided:

- 480 hours of tuition delivered over 80 one-day modules over two years. The course normally runs on a Wednesday or Friday (this is confirmed once numbers on each day are confirmed) and there are three Saturday or Sunday training days included in each academic year. This is open for review each year, and will be discussed with candidates at interview. Students enter a voluntary, supervised placement usually towards the end of their first year of training or in their second year, and remain in voluntary placement until they have passed their exam. Following the two year taught part of the course, students have a further two years in which to prepare for and pass their exam.
- 30 hrs (5 days) of workshops from the Wealden College Short Course Programme for each year are included in the overall course fee up to £105 per workshop day. The fee for some Specialist Training Events is higher than this and in these cases students will be asked to pay a top-up fee to cover the difference. Students may choose their own workshops, though some are reserved for second year students only. Students are strongly advised to discuss this with their course tutor. For any workshop or training event priced above £105 the student will be required to pay a top-up fee of the difference. The TA101 two day course is equivalent to two pre-paid workshop days.
- Two tutorials per academic year.

Group size:

- We usually aim to maintain an overall ratio of approximately 12 students per tutor for skills work (usually the afternoon of most training days). This offers a high level of tutor availability and support during skills practice, and the possibility of greater depth in personal work. The groups may be larger than this for the taught part of the training days, (usually the morning).

What is not included:

- Cost of personal counselling; students are required to be in regular weekly counselling from the start of their training until they take their exam, with a suitably qualified counsellor.
- Cost of Supervision (usually provided by placement agency to the level required).

Completion of the course:

- Successful completion of the course is based on continuing assessment of skills during the course, written work (learning journal, essays, case study) and completion of a final oral examination plus completion of a total of 100 hours of 1:1 supervised counselling plus 50 hours skills experience obtained by working and communicating with people outside of the student's previous experience with a view to extending the individual's understanding of diversity.
- There is no automatic progression to the second year, nor from the second year into exam preparation. Students need to have demonstrated their commitment to the training and their ability to reflect the course and college philosophy. They must also have attained a sufficient level of skill. 90% attendance is required in order to progress to the

next stage.

- Students have up to two years following the completion of the taught part of the course (if needed) in which to complete the necessary hours and prepare for examination.

Coursework:

- Maintenance of a learning journal.
- Yearly essay.
- Four learning checks.
- Successful completion of a research project.
- Maintenance of a logbook of training.
- Reading from recommended book list.
- Case study, with tape & transcript.
- Final oral exam.

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INTRODUCTORY CERTIFICATE AND DIPLOMA IN TRAUMA THERAPY

The introductory certificate training provides the basis for the Diploma in Trauma Therapy.

Acceptance onto the Course requires at least one year of prior training in Counselling or Psychotherapy at Diploma level or above.

Course Tutor: Joanna Beazley Richards MSc, TSTA, BA (Hons), Cert ED, Dip.TMHA, CPsychol., EMDR Consultant

A five day introductory training covering:

- The definition of trauma,
- Signs and symptoms,
- Post-Traumatic Stress Disorder
- The neurological correlates of trauma
- The four stage treatment programme
- Therapy with traumatised children
- Severe and complex trauma and dissociation
- Attachment, attachment disorder, trauma and recovery

Students must take the basic Trauma and Recovery day first, but the other four days may be taken in any order.

To gain the Introductory Certificate students will be required to:

- Attend all modules
- Actively participate on the course
- Keep an ongoing journal showing their understanding of the course contents and ability to reflect on their process and practice..
- Write a critical appraisal of the book “Trauma and Recovery” by Judith Lewis Herman, 1992, Basic Books, New York (1000 to 2000 words)
- Read and give a statement of having read “The Body Remembers”, Volumes 1 and 2, and “The Body Remembers Casebook” by Babette Rothschild, 2017, Norton, New York and London, and “The Body Keeps the Score”, 2014 by Bessel van der Kolk. These will be assessed by a tutor.

To gain the Diploma in Trauma Therapy:

People who have achieved the Introductory Certificate in Trauma Therapy and who have received at least 120 hours of Diploma level Counselling or Psychotherapy training will be eligible to attend the Diploma in Trauma Therapy, held as a block week at our French branch.

Upon completion of the block course, a learning journal of those five days must be submitted, plus a substantial piece of case study based written work must be assessed as a pass for the award of the Diploma in Trauma Therapy.

INTRODUCTORY CERTIFICATE AND DIPLOMA IN ANIMAL ASSISTED THERAPY

This training provides the basis for the Diploma in Animal Assisted Therapy.

Course Tutors: John Baxendale MSc, PTSTA, CTA, UKCP Registered Psychotherapist, BACP Accredited Counsellor, ADFCP, EAGALA

Joanna Beazley Richards MSc, BA (Hons), TSTA, CTA, Cert ED, Dip.TMHA, CPsychol, AFBPS, UKCP Registered Psychotherapist.

A five day introductory training covering:

- The psychology of relationship with animals
- Safety and protection
- Types of client group
- Types of animals used in therapy,
- Advantages of Animal Assisted Therapy
- Types of problems for which Animal Assisted Therapy is suitable
- Equine Assisted Therapy
- Use with couples

Each day course will emphasise one Transactional Analysis concept and its application in Animal Assisted Therapy

To gain the Introductory Certificate students will be required to:

- Attend five modules in any order
- Actively participate on the course
- Keep an ongoing journal showing their understanding of the course contents and ability to reflect on their process and practice. This will be assessed by a tutor.

The Diploma is a further five days, and to obtain the Diploma you must also complete a substantial piece of written work, as well as background reading and recorded practical experience for which you have received supervision.

INTRODUCTORY CERTIFICATE AND DIPLOMA IN MINDFULNESS AND STRESS REDUCTION

This training provides the basis for the Diploma in Mindfulness and Stress Reduction.

Course Tutor: Sarah Maynard HCPC registered Clinical Psychologist

A 30 hour introductory training covering:

- What Mindfulness is and what it means to be mindful;
- The history of Mindfulness;
- The theoretical underpinnings of Mindfulness;
- Why Mindfulness is "suddenly" centre stage in the therapy world;
- How you can use it both personally and professionally.
- How to practice Mindfulness.
- The skills of Mindfulness

To gain the Introductory Certificate students will be required to:

- Attend all modules
- Actively participate on the course
- Practice mindfulness between the taught classes
- Keep an ongoing journal showing their understanding of the course contents and ability to reflect on their process and practice. This will be assessed by a tutor.

To gain the Diploma students will be required to:

- To gain the Diploma, students must attend a residential 5 day course in France, and complete a substantial piece of written work.

CONTINUING PROFESSIONAL DEVELOPMENT & SHORT COURSE PROGRAMME

We offer a programme of short courses, which is constantly updated and published separately to this prospectus.

Courses offered are suitable for a variety of purposes including:

- Personal development (suitable for everyone including clients).
- Professional development for beginning and seasoned practitioners.

For up to date details, go to the College section of our website www.wealdeninstitute.co.uk for our separate short course and continuing professional development programme.

WEALDEN FRANCE WORKSHOP PROGRAMME

The French Centre of the Wealden Institute is based in South West France, in the rolling foothills of the Massif Central, east of Bordeaux.

For information or in order to enrol on any of the courses or seminars offered at Wealden Institute France, please contact the office directly.

The Diploma Level Courses that follow the Introductory Certificates are often held in France.

OTHER INSTITUTE DEPARTMENTS AND SERVICES

In addition to Wealden College of Counselling and Psychotherapy, Wealden Psychology Institute offers a number of services to the community.

These include:

- Counselling and psychotherapy for men and women, children and adolescents, couples and families.
- Specialised trauma therapy.
- Animal Assisted Therapy
- Coaching, mentoring and consultancy, including EMDR.
- Supervision for professionals in counselling, psychotherapy and clinical and counselling

psychology.

- Training on psychological topics for the public and private sectors.
- Psychological assessment including IQ testing.
- An Expert Witness service.
- Wealden Institute Young Peoples' service (WIYPS).

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APPLYING FOR A PLACE ON A COURSE

Vocational Courses

The online Application Form is available on the Wealden College home page of our website. Please [click here](#) to open the document in pdf format.

You will need to complete this and return it by email to the Admissions Secretary on admin@wealdeninstitute.co.uk. If you prefer you may fill it in by hand and send it to us through the post. Should you have any difficulties please contact our office.

If you prefer the paper application form, please go to the following pages.

Please send the two Reference Request Forms (provided on the following pages after the application form) directly to your referees, and ask them to return them to us. They may do so by email if they so wish.

Once we receive your application we will contact you to arrange an interview and/or to invite you to visit the College if you have not already done so.

Our interview process is relaxed and intended to support you and us in ensuring the suitability of the training for you. We encourage you to visit the College separately from the interview, either at one of our Open Days or via individual appointment so that you have as much information as possible in choosing your course and getting acquainted with the College. **Any offer of a place will be subject to a satisfactory outcome of your interview, and appropriate references.**

Short Course/Continuing Professional Development Programme

A booking form for the Short Courses or Workshops is to be found on the individual flyers which are available in paper form in the College foyer and on our website. Please complete this and return to the address on the form, with your payment to reserve your place. Your place on the workshop will not be reserved until the College has received your application form and payment.

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Wealden College Course Application Form

An electronic application form is available [on our website](#) for those who prefer this to a paper form.

Please email this completed application form to the Admissions Secretary on: admin@wealdeninstitute.co.uk
We will then contact you to arrange an interview.

Please note that for all short courses, workshops, introductory certificates and diploma level training, the flyers with booking slips are available on the [Wealden Institute website](#).

Any questions, please contact the head office in Crowborough, by email as above, or telephone: 01892 655195

Simply place your cursor in the shaded areas and type.

Please provide your name and full contact details.

Name:		Date of birth:
Address:		
Telephone(s):		
Email:		

Please read carefully and tick the boxes below to indicate your agreement to the following regarding the use made by Wealden College of your contact details:

I agree to be contacted by email by Wealden College admin in order to process my course application. Wealden College guarantees that we will never sell your email address.	<input type="checkbox"/>
I agree to Wealden College using my email address to keep me updated on Wealden College news.	<input type="checkbox"/>
I understand that I can request that my details be deleted if I do not enrol on a course with Wealden College.	<input type="checkbox"/>
I understand that I can request to see the data concerning me held by Wealden College at any time.	<input type="checkbox"/>

Please select the course for which you are applying. If you wish to apply for more than one course please complete a separate application for each one.

Certificate in Counselling block weekends
Certificate in Counselling evenings
Diploma in Humanistic Integrative Counselling WEDNESDAYS
Diploma in Humanistic Integrative Counselling FRIDAYS

Please list your prior counselling or psychotherapy training.

Course title	Hours	Start Date	End Date

Please list all your Professional / Academic qualifications

Qualification	Date

Please provide details of your educational history

School / University	Date started	Date ended	Educational Outcome

Please provide information on your work experience:
Please list your employment and/or volunteer experience chronologically, beginning with the most recent.

Dates	Name of Employer	Nature of work	Paid or volunteer

Please describe briefly your current employment (please use a separate sheet if necessary)			
Please write a letter of application, stating your reasons for applying to undertake this training at this point in your life and what use you intend to make of the training, in no more than 500 words (please use a separate sheet if necessary).			
Referees			
<p>Please list two people whom you know well, but with whom you do not have a close personal relationship, and who are willing to submit a professional reference on your behalf. Two “reference request” letters are provided in the Course Prospectus available on our website. Please forward them to your referees. If you have trained at another institute, one of your references should be from a tutor or member of staff of that institute.</p>			
Name and Address of referee 1 [please state relationship and how long known]:			

Name and Address of referee 2 [please state relationship and how long known]:	
Data Protection	
<p>Wealden College of Counselling and Psychotherapy is Registered with the ICO and complies with the requirements of the GDPR 2018. The information you provide will be used to process your application, and if accepted on a course, to administer and manage your student relationship with us. This may involve sharing with appropriate third parties including professional bodies e.g. BACP, UKATA, placement agencies etc. It will be processed fairly, accurately and confidentially and will not be disclosed to others unlawfully.</p> <p>You may ask to consult the information we hold about you at any time.</p> <p>Should you have a concern about our use of your data you may contact the Information Commissioner's Office at: https://ico.org.uk/concerns/</p> <p>Wealden College Privacy Policy is available on our website. We encourage you to consult this document by clicking here.</p>	
Statement of truth	
I confirm that the details on this Application form are correct to the best of my knowledge.	
Signature:	By typing your name in the box above you agree that this is equivalent to your physical signature, and that the information provided on this form is accurate.
Date:	

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Wealden College of Counselling and Psychotherapy

REFERENCE REQUEST

REFERENCE REGARDING: (Name of applicant)

The above person is an applicant for admission to **train as a counsellor, on the course below:**

We will appreciate a confidential statement from you assessing the applicant's capacity to meet the intellectual and emotional demands of counselling or psychotherapy training. In addition, please indicate how long and in what capacity you know the applicant (this should not be a close personal relationship). We would welcome any additional comments. Please return the completed reference to **Admissions Secretary** at the address below. You may return it in pdf format by email if you prefer, to the address provided below. Thank you for your time.

NAME AND ADDRESS: -----

OF REFEREE: -----

TELEPHONE NO: -----

SIGNATURE OF REFEREE: -----

DATE: -----

**2 QUARRY VIEW, WHITEHILL ROAD
CROWBOROUGH
EAST SUSSEX
TN6 1JT
TEL:(01892) 655195
email: admin@wealdeninstitute.co.uk**



Wealden College
of
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NAME AND ADDRESS: -----

OF REFEREE: -----

TELEPHONE NO: -----

SIGNATURE OF REFEREE: -----

DATE: -----

**2 QUARRY VIEW, WHITEHILL ROAD
CROWBOROUGH
EAST SUSSEX
TN6 1JT
TEL: (01892) 655195**

Email: admin@wealdeninstitute.co.uk

COURSE FEES FOR 2018-2019 - effective from 31st July 2018.

Please see the following page for Additional Notes and Terms & Conditions.

NB. ALL FEES ARE INCLUSIVE OF VAT AT 20%

Certificate in Counselling Course (30 x 2 hour evening modules, October to June) (OR 5 x 2 day weekend modules in the autumn)	£569 for the course, payable in advance. A deposit of £50 is required in order to secure your place. *
2 year Diploma in Humanistic Integrative Counselling (BACP Accredited training course) (40 one day modules per year plus 5 one day workshops chosen from our open programme per year)	£4792 per year, payable in advance. A deposit of £500 is required in order to secure your place. *
Transactional Analysis Psychotherapy Advanced Clinical training (Recognized internationally by UKATA, UKCP, EATA and ITAA) 20 training days per year	£2341 per year, payable in advance. A deposit of £400 is required in order to secure your place. *
Five day Introductory Certificates	£583
Five day Introductory Certificate in Animal Assisted Therapy	£750
Five day Diploma level trainings vary in price – consult the course flyers for details	
TA101 Courses (2 days) (Recognized internationally by UKATA, EATA and ITAA)	£187

* Please refer to the Additional Notes, and Terms & Conditions on the following page.

NB. ALL FEES ARE INCLUSIVE OF VAT AT 20%

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Additional Notes

Wealden College of Counselling and Psychotherapy is an independent college. We always work hard to keep our fees as low as possible, but we do **not** have access to state or education authority funding or support.

We are a recognised provider of training for students who wish to apply for career development loans. (Number 9140)

All cheques payable to Wealden Institute. Payments may be made over the telephone or in person by Debit Card.

NB We prefer payments by online bank transfer. Please contact the office for our account details. When paying by bank transfer, please ensure that your payment is clearly referenced in a way that allows us to identify you.

The above fees are payable in accordance with our normal terms and conditions.

For courses of more than a year's duration a slight increase in fees may occur each year.

Terms and Conditions

The course fee is payable in a single payment which must be received before the start of the course, as specified in the training contract. Non-payment of fees will result in automatic removal from the course.

Students are responsible for the full course fees for the complete academic year once they have accepted their place by returning a signed contract and the course fee or a deposit as indicated on previous page. Fees are not refunded, and if a student withdraws from a course part way through the year, they will not receive a partial refund of their fees.

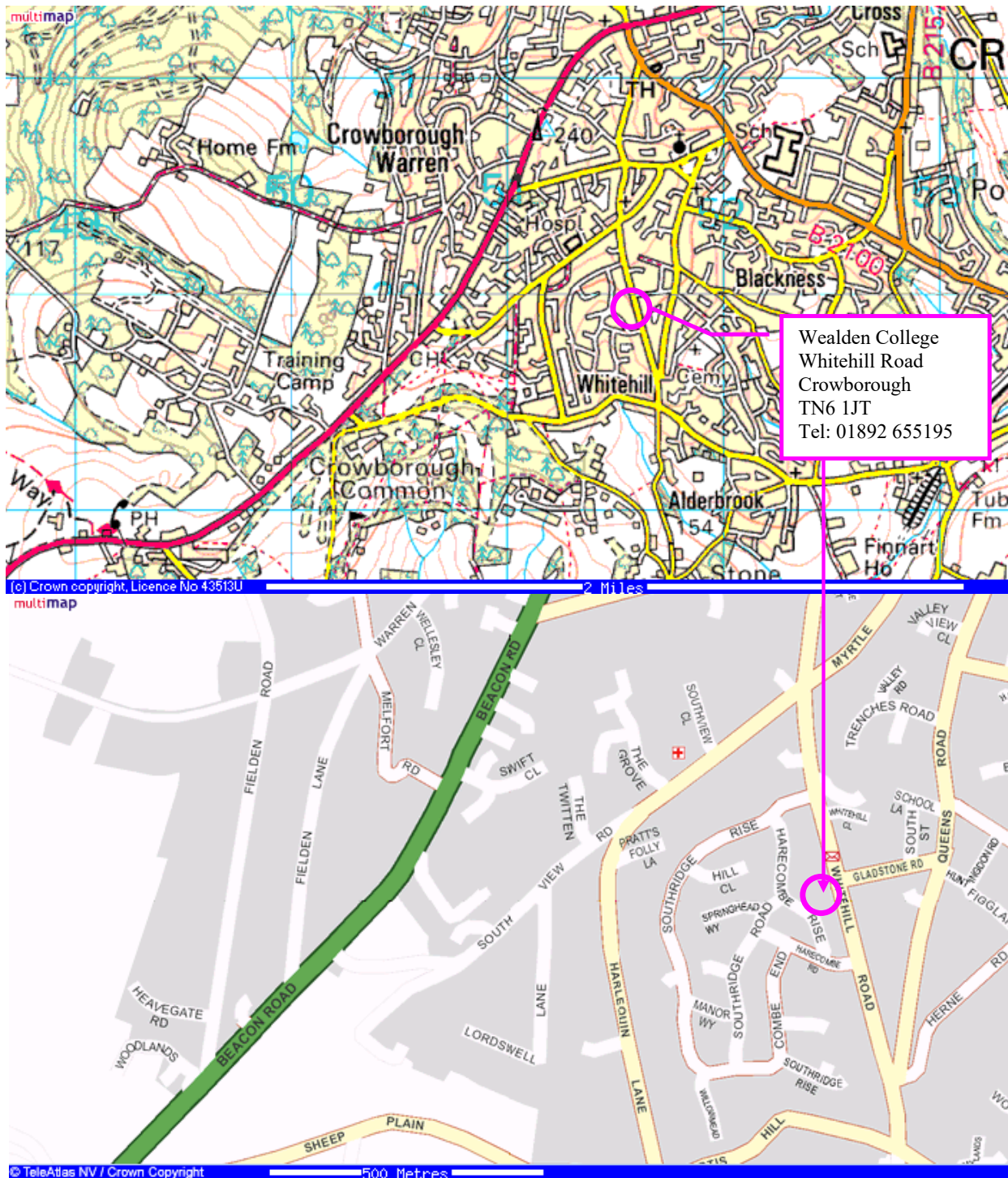
If the College asks a student to withdraw from a course, the student is liable for the fees up to and including the end of that term. The remainder of fees paid to the end of the academic year will be refunded, calculated on a termly basis.

We will take out legal proceedings to recover fees owing to us.

Students should note that there is no automatic right of progression from one course stage to the next, as this is assessed on the criteria set out for each course.

If students experience financial difficulties we are willing to consider a proposal for payment over an extended period of time in appropriate circumstances. If the proposal is accepted by the College Principal, that is considered to be binding. We suggest that students take out an insurance policy that will cover their course fees in unforeseen circumstances. If Wealden College cancels a course for which a student has paid, the full amount paid will be refunded.

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Wealden College is located in Whitehill Road just 10 minutes walk from the centre of Crowborough, East Sussex. A local landmark is the Bricklayers Arms, two doors away. Crowborough is located on the A26 about 7 miles south of Tunbridge Wells, Kent.

By car Brighton is about 45-50 minutes away, Tunbridge Wells 15 minutes, and Hastings and Eastbourne are between 45 and 60 minutes. There are direct buses from Brighton, Lewes and Tunbridge Wells, with a bus stop outside the Institute. There is a railway station in Crowborough in the Jarvis Brook area of the town, 2 miles from the Institute.