

# UCL Application Guidance

## Postgraduate Diploma in Children and Young Person IAPT Therapy

Please note that you will need to submit an application form to University College London for a place on the course in addition to the job application that you make to the relevant Service.

### Entrance Criteria

Applications to the programme will be reviewed against the following criteria:

- Normally a minimum of a second-class Bachelor's degree from a UK university or an overseas qualification of an equivalent standard in a relevant subject e.g. psychology
- A registerable professional qualification in a relevant subject (e.g. psychology, psychotherapy, counselling) from a UK university or overseas professional qualification of an equivalent standard.
- Experience of working therapeutically with children/young people in a mental health setting.
- If your education has not been conducted in the English language, you will be expected to demonstrate evidence of an adequate level of English proficiency. Further information can be found on our English language requirements page at <https://www.ucl.ac.uk/prospective-students/graduate/learning-and-living-ucl/international-students/english-language-requirements> The English language requirement for this programme is Good.
- For former CWP & EMHP graduates, must be 2 years after graduation to be eligible.

*Please note that applications will not be considered from applicants who are formally registered (or re-sitting examinations) for another programme of study at UCL or any other Higher Education Institution.*

## Making an application

Please carefully read the UCL page on the Therapy course first: <https://www.ucl.ac.uk/prospective-students/graduate/taught-degrees/child-young-person-iapt-therapy-pg-dip>

**IMPORTANT NOTE:** The screenshots used are to give context and may differ slightly to what you will be seeing (such as written content and older dates), however the website general layout & overview as well as our written guidance is relevant for the **2021/2022 recruitment period and has been reviewed.**

Please click on the 'Apply Now' button at the end of the UCL Therapy page, or following link to apply to UCL online: <https://www.ucl.ac.uk/prospective-students/graduate/apply>

### Application and next steps

#### Applications

Students are advised to apply as early as possible due to competition for places. Those applying for scholarship funding (particularly overseas applicants) should take note of application deadlines.

#### Who can apply?

This programme is aimed at students who are employed in sites where trainees are delivering the training programmes referred to above. Supervisors will be required to supervise at least one trainee practitioner on their site to meet requirements for this course. All supervisors will be required to supervise trainees weekly and to run supervision groups of trainees where numbers dictate. Applicants must have two years of clinical experience working within CYP Educational or Mental Health settings.

#### Application deadlines

All applicants  
18 December 2020

#### Application and next steps

The application to the Supervision programme is not an ordinary application process. As a preliminary stage, CYPMH service sites bid to become Partners in the delivery of a relevant Workforce Development Programme. Managers, supervisors and therapists are then put forward by these particular partnerships to take part in the programme. Therefore, you have to be working within an organisation which is part of an existing Partner site delivering CYPMH services to be considered for this programme.

For more information see our [Applications page](#).

Apply now

You will need to read the information about applications, and then click 'Accept & Apply' at the end of the page.

arrangements section of our website for full details.

Programmes with special arrangements

#### Guide to applying online

UCL will only consider completed applications. See what you need to complete your application and find detailed guidance on on how to apply on the Applying for graduate study section of our website.

Once you have submitted your application, should you wish to make any amendments you must contact UCL Admissions by email, [postgraduate-admissions@ucl.ac.uk](mailto:postgraduate-admissions@ucl.ac.uk).

Applying for graduate study

Application form guidance

#### Apply online checklist

UCL is not able to support applications made through agents. UCL expects that the email ID and password that you create will be used by you solely for the purpose of submitting your own application(s) to study at UCL.

Before you apply online, you should satisfy a number of conditions. Please read the statements below and if you satisfy them, please then click the 'Accept and apply' button and you will be transferred to the Apply Online pages.

- I have checked whether there is an application deadline and I will submit my application before any applicable deadline. I understand that references must be uploaded before any deadline.
- I can provide a valid email address for each referee and I have contacted both referees to advise them they will receive a request to upload their reference via a secure website. I understand that my application will be put on hold and will not be considered by UCL until references have been uploaded.
- I am able to submit my transcript in electronic format (.doc, .docx, .jpg, .pdf) at the same time as my application. This document will be less than 2MB in size.
- If an application processing fee applies to my programme, I am able to pay the fee online as part of my application, or arrange for the fee to be paid on my behalf, and have read and understood the Terms and Conditions. I understand that if a fee is required, my application is not submitted to UCL before the fee is paid.
- I understand that if I am applying for a research programme or a taught programme which is exempt, that no fee is required.
- I will submit my own application and am not using an agent to do so on my behalf.
- Further information on UCL's processing of student personal data can be viewed in our [Prospective Students \(Enquirers and Applicants\) Privacy Notice](#).

#### Disruption to application process

We apologise that we are currently experiencing a service interruption to UCL IT Services which is disrupting applications. We are working to resolve this as quickly as possible and applications should be open again soon.

Accept and Apply

Type in 'IAPT' or 'Therapy' in the 'Enter Keyword(s)' box and click 'Search Now'. You will then be provided the application link to the course.

You can also search via: Service Department: 'Division of Psychology & Language Science' Programme Type: 'Postgraduate Taught'

The screenshot shows the UCL search interface. The search bar contains 'Supervision'. Below the search bar, there are filters for department, programme type, full-time/part-time status, and start year. A 'Search Now' button is visible. The search results show one matching programme: 'Supervision: Children and Young People's Mental Health and Wellbeing Services (January start)'. The programme code is 'TOPPSYSCY01' and the academic year is '2020/21'. An 'Apply Online' button is present next to the programme title.

**IMPORTANT: This should say Child and Young Person IAPT Therapy PG Diploma course and be for the 21/22 period.**

You will get to this page:

The screenshot shows the application page. At the top, there is a table with the following data:

Selected Programme(s)	Code	Sequence	Start date	Mode of Attendance	Academic Year
1. PG Cert Child and Young Persons Psychological Wellbeing Practice	TCPPSYSCYW01	0004	24/Jan/2020	PART-TIME	2019

Below the table, there are two sections: 'Returning user?' and 'New user?'. The 'Returning user?' section has fields for 'Username' and 'Password', a 'Reset Password' button, and a 'Log In' button. The 'New user?' section has a 'New User' button.

If you have not used the system previously, Click on 'New User':

The screenshot shows the 'New user?' registration page. It has a blue header with the text 'New user?'. Below the header, there is a text prompt: 'Click below to register as a user.' and a blue button labeled 'New User'.

You will get to this page:

Your application					
Selected Programme(s)	Code	Sequence	Start date	Mode of Attendance	Academic Year
1. PG Cert Child and Young Persons Psychological Wellbeing Practice	TCPPSYSCYW01	0004	24/Jan/2020	PART-TIME	2019

  

New User Details	
<small>Please enter your personal details carefully and check they are correct before proceeding. If you do not proceed beyond this screen and confirm your personal details your account will not be created and you will need to begin a new application when you are ready to proceed. After you have confirmed your details and started your application you can save your application at any point and return to it when you wish. There is no application fee due for this programme.</small>	
Forenames 名	<input type="text"/>
* Last (surname/family) name 姓	<input type="text"/>
* Date of birth (dd/month/yyyy)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
* Personal email address	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
* Confirm personal email address (Username)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
* Password	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
* Confirm password	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Proceed by filling in your information. You can return to continue your application at any time, once you have set up an account.

For more guidance and help, follow the link below:

<http://www.ucl.ac.uk/prospective-students/graduate/apply>

### Personal Statement

As part of your online application, we would like you to write a personal statement of up to 1000 words.

Please include:

- Your name
- The modalities & any services that you are applying to alongside this application
- Why you would like to do this course?
  - Personal motivation
  - Career relevance
- Describe any relevant experience you have in the field.
- How would you cope with the academic demands of the course?

### Interviews

Upon submission of your two applications (job & university), your applications will be considered by the teams, and you will be informed of whether you have secured a job interview with the service. The interview will consist of questions from the service and from the University and the final decision on your application will be made by the employer and the university in collaboration.

### Further Queries

If you have further questions please contact the UCL CYP IAPT office for queries relating to the programme:

[cypiaptherapy@annafreud.org](mailto:cypiaptherapy@annafreud.org)