**How to apply for the University of Manchester D.Couns.Psych**

**You are required to upload the following supporting documents to your application:**

1. **Supporting statement**
2. **Example of written academic work**
3. **Two references**
4. **Copies of certificates and transcripts for all previous degree qualifications; and copies of certificates from all counselling training courses**
5. **Evidence of Graduate Basis for Chartered Membership of the British Psychological Society**
6. **A CV**
7. **A copy of the data pages of your passport**
8. **Evidence of your English Language proficiency if applicable: IELTS certificate minimum overall score 7.5 with 7 in each section**

**Further instructions for supporting documents:**

**Supporting statement**

In a short statement please outline your academic, personal and professional readiness to undertake the doctorate programme. You should explain why you would like to be selected to study the course at Manchester. Please note the following requirements for this statement:

* Include your name and date at the top
* A maximum of 3000 words (not including final reference list)
* Include academic source material and demonstrate appropriate academic referencing skills

Within the statement we expect you to explain the following areas:

* ***Research knowledge and experience***

Please tell us about your research background – the sorts of projects you have been involved in and your methodological expertise, as well as your possible areas of interest for doctorate research and how this fits with the research conducted by the counselling psychology team at University of Manchester. You should also reflect on your strengths and areas for development in terms of research.

* ***Counselling training experience***

Tell us about your previous counselling skills training: what was involved in the course(s) you completed and how this developed your skill set (for example were you involved in skills/triad work, or was it largely theoretical, and what were you assessed on); and specifically how it provides you with the necessary basic counselling skills to commence doctoral study and practice. Please also explain the strengths and areas for development in terms of your therapeutic training to date. Please, if you are able tell us the amount of training you have had in hours (e.g. I have completed a counselling skills certificate which involved a total of 100 hours training (4 hours of study per week for 25 weeks)).

* ***Professional experience of client work in mental health and emotional wellbeing settings***

Please include a brief description of the relevant professional practice work you have undertaken. This may be in a voluntary or paid capacity where you have been supporting client emotional wellbeing or providing counselling services, or other work which allowed you to develop your counselling skills.

Please let us know how many hours or years of counselling practice you have completed (excluding classroom exercises) and how much of your counselling work has been as part of a team or sole working. Please also explain the strengths and areas for development in your therapeutic practice to date.

* ***Knowledge and understanding of counselling and psychology theoretical models***

Briefly describe the theoretical models of counselling psychology you have had exposure to (referencing appropriate source material), and reflect on the strengths and weaknesses of the approach(es).

* ***Personal readiness and reflexivity***

Briefly tell us why you are personally ready to undertake the doctorate programme and reflect on how your experiences to date demonstrate this. It would be useful to tell us about prior experiences and how they have shaped your learning and development so far. To achieve higher scores on this element of the assessment it is useful to be specific about the experiences and what you have learnt, as well as how you have applied that learning and potentially how it might influence your development if you enter counselling psychology training.

**Example of written academic work**

We recommend that this is a piece of research conducted in an area of mental health theory or practice (e.g. a dissertation, thesis, or research article) but where this isn’t possible a piece of reflective or theoretical writing completed for a previous academic or professional qualification should be provided.

The paper needs to be sole authored and therefore we cannot accept jointly-authored articles based on research.

This is scored in relation to: clarity of writing, structure, referenced arguments and criticality.

**Two references**

One of these should be familiar with your academic work, on headed paper from the institution, signed and dated.  We do not contact referees on your behalf.  If you don't have these available, ask your referees to send letters of recommendation to [pgr-seed-admissions@manchester.ac.uk](mailto:pgr-seed-admissions@manchester.ac.uk)

**Evidence of Graduate Basis for Chartered Membership of the British Psychological Society**

Please include in your application a copy of your membership letter or a document including the web address on the BPS website where we can find evidence that your degree meets the criteria.  Those with international degrees must approach the BPS personally to check the compatibility of their degree and provide us with evidence of this.

**CV**

This should be current and presented with your most recent experience first. It should detail your relevant educational and work experience.