



## ABC Level 2 Award in Counselling Concepts

30 hour programme - **Summer Term 2017 – Fast-Track Attendance**

**Tues 6<sup>th</sup> June 2017 – Tue 11<sup>th</sup> July 2017 5 x Tues 9.30-4.30pm (no training on 27<sup>th</sup> June)**

This ABC Awards accredited qualification provides a recognised introduction to counselling concepts and skills. It also provides opportunities to enhance a range of verbal and communication skills which can be utilised in many work environments. This GCSE level equivalent (Level 2) course is open to all and will be of interest to you if:

- You would like to enhance and improve your verbal and communication skills
- You would like to experience working in groups of different sizes
- You would like to enhance your career prospects through extra qualifications
- You would like a realistic understanding of the nature of counselling training
- You are undertaking voluntary work or work in the care sector
- You are seeking a career change
- You are returning to study
- You would like to enhance your self-awareness

The course consists of 3 units, which are internally assessed and externally moderated.

- Unit 1** The professional context of counselling  
**Unit 2** Communication skills in helping relationships  
**Unit 3** An introduction to personal development

**Places: 15 Course fee: £336**  
*Fees include the registration charge with ABC Awards and the official certificate.*

**Anissa Chung, Reg. MBACP** accredited, **UKCP** Registered Psychotherapist

**MSc** Integrative Psychotherapy & Counselling, **Dip** Supervision (SPTI)

**Programme Leader: ABC Awards Counselling Concepts ATSM Tutor: MSc Person Centred**



*Anissa is an experienced therapist and a qualified supervisor. She has a well-established private practice for adults and has also worked with young people in a school setting. Her approach is Integrative, with a focus on the developmental-relational model. As a trained EMDR therapist, she also works with issues of trauma. In 2010, Anissa joined the Sherwood Institute as a trainer. Her passion is to enhance personal development in both students and clients alike. She finds it exciting to accompany those who want to explore their own journey and experience the possibility of personal growth and transformation.*

**Richard Kettley, UKCP** Registered Psychotherapist, **MBACP**

**MSc** Person Centred Counselling & Psychotherapy

**Tutor: ABC Awards Counselling Concepts & Programme Leader Foundation Access Course**



*Richard is a person-centred psychotherapist with experience of working in a variety of settings in Nottingham and across the county. He has recently been a Research Fellow at Nottingham Trent University on a project collaborating with the mental health charity, Mind, and is developing further research. Richard has a private counselling practice and also a long association with the local charity, ISAS. He is a Visiting Tutor on the Person-Centred Masters course at Sherwood and is delighted to be involved in the Counselling Concepts and Foundation Access courses. This brings together his twin passions for counselling and teaching, offering opportunities for further self-discovery and reflexivity.*

Download our training dates: <http://spti.net/Downloads/TrainingDates/16CABC3f-Dates.pdf>

**Full payment, application form** and submission of a **satisfactory reference** are required to secure a place on the course, as places are allocated on a first come first served basis.



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## Application Form

**Name**

**Gender**

**Address**

**Home No**

**Mobile No**

**Postcode**

**Date of Birth**

**Email address**

**Please provide details of any access issues below (Learning difficulty and/or disability)**

**White**  British  
 Irish  
 Other

**Black**  African  
 Caribbean  
 Other

**Chinese**  Chinese  
 Other

**Mixed**  White & Black Caribbean  
 White & Black African  
 White & Black Asian  
 Other

**Asian/  
Asian  
British**  Indian  
 Pakistani  
 Bangladeshi  
 Other

**Other**  Please give details

Please note that ABC Awards require both ethnicity and date of birth as a monitor of Equal Opportunities. The Data collected will only be used for the purpose for which it was been collected and personal information will not be disclosed to any unauthorised person or body. Personal data will be processed within SPTI's registration under the data protection Act.

### Where did you hear about us?

- Nottingham Evening Post     SPTI Website     Google/Search Engine     Word of Mouth  
 Leicester Mercury     Hot Courses website     Facebook/Twitter     Therapist  
*Please specify below*     BACP website     UKCP website     Other Source

### What has motivated you to apply for this course?

- I am interested in the subject  
 For work (continued professional development)  
 To enhance my verbal and communication skills at work/voluntary work  
 To enhance my verbal and communication skills (personal)  
 I want to find out about counselling with a view to train as a counsellor/therapist  
 Other reason (*please specify*)



Please provide brief details of your qualifications, training and/or experience

Reference Process

All completed applications need to be accompanied by a letter of reference provided from an **impartial source (not friends or relations)** Potential referees can include:

- Employer (*current or former*)
  - Work colleague / peer
  - Voluntary work peer  
(School/Charity/Organisation/Church)
  - Previous educational establishment
  - Counsellor
- Reference enclosed with application  
 Reference to follow (*See Referee Details*)

Referee Details

Name:

Address:

Postcode:

Telephone:

Email:

Relationship: (*e.g. Manager*):

Length of relationship: (*e.g., 5 years*):

**Fees:** Please note that in order to secure your place, the full fee payment of **£336** must be **paid as soon as possible and prior to the course commencement** as places are allocated on a first come, first served basis. **In case of withdrawal two weeks or more prior to the course commencement, a refund will be made, minus an administration fee of £20.**

**If withdrawal is made subsequently, students are then liable for the full amount of £336.**

*Current fee valid until 1<sup>st</sup> September 2017*

**£336 via cash\* / cheque\***

*Please make cheques payable to SC&P Please do not send cash in the post. Cash can only be accepted as the full correct amount in person at Thiskney House during office hours.  
\*Please delete as applicable*

**£336 via bank transfer**

NATWEST, 134 Front St, Arnold,  
Sort code: **54-21-51**  
Account Number: **30516935**  
(Please include Surname, Forename and ABC as the payment reference)

**£336 via invoice**

*I have enclosed my authorised Fee Payment Invoice form (available separately) with full payment details of my employer / sponsor who will be responsible for the payment of my fees*

Applicant Signature  
and Application Date



### SECTION 1 – APPLICANT DETAILS (to be completed by the Applicant)

Section 1 is to be completed by the **applicant**. The form should then be passed to the **referee** who is asked to complete **Section 2**, compile and attach their separate reference and return to the address below. All completed applications need to be accompanied by a letter of reference provided from an **impartial source** (not friends or relations)

<b>Applicant Name</b>	
<b>Applicant Address</b>	

### SECTION 2 – REFEREE DETAILS (to be completed by the Referee)

The above named individual is applying to study at the Sherwood Institute and has named you as a referee. We would be grateful if you could complete Section 2. Please note; you should attach an **accompanying separate reference letter** on **Company/Headed paper** wherever possible. Thank you for your time and co-operation. To enable us to assess the suitability of this applicant for the Counselling Concepts course, it would be helpful if you could provide a reference with brief statements covering the specific areas as listed below:

<input type="checkbox"/> Motivation and Commitment	<input type="checkbox"/> Ability to Learn and Reflect
<input type="checkbox"/> Personal Qualities (e.g. integrity, reliability etc.)	<input type="checkbox"/> Emotional Stability
<input type="checkbox"/> Capacity to Engage with Others	<input type="checkbox"/> Any further comments you think may be useful

Referee Name



Referee Post/Occupation

Name & Address of Organisation (if applicable)

Work email address (if applicable)

Telephone (Work)

Home address (if work address not applicable)

Home Email address (if applicable)

Telephone (Home)

How long and in what capacity do/have you known this applicant?

Telephone (Mobile)

Referee signature (*please do not type your name*)

Date

I have attached my **separate letter of reference** to this front sheet

**DATA PROTECTION;** References will normally only be accessed by a limited number of staff within the Institute. However, under the Data Protection Act, the applicant may request access to information that has been written about them.

**Admissions, The Sherwood Psychotherapy Training Institute**, Thiskney House, 2 St James's Terrace, Nottingham, NG1 6FW **Telephone:** 0115 844 7904 **Fax:** 0 115 924 2738 **Email:** [admissions@spti.net](mailto:admissions@spti.net)