



BACHELOR OF ARTS (Hons) in Holistic Counselling and Psychotherapy
4 year, part-time, 240 credits, QQI validated (NFQ Level 8), IACP accredited.

APPLICATION FORM
(ACADEMIC YEAR 2026-2027)

PERSONAL DETAILS*

Name (for Registration):
in block capitals _____

Address: _____

Date of Birth: _____

Country of Origin: _____

Tel – Mobile: _____

Email: _____

(This will be the primary means of communicating with you. Please provide an email address which you will access regularly)

Current
Employment: _____

Where did you hear about this course?	Internet Search	<input type="checkbox"/>	Newspaper	<input type="checkbox"/>
	Recommendation	<input type="checkbox"/>	IACP	<input type="checkbox"/>
	ICPPD Learner/Graduate	<input type="checkbox"/>	Facebook	<input type="checkbox"/>

Other (please give details) _____

Preferred Location:

Athlone

Galway

Dublin

***NOTE:** ICPPD will use the information provided on this application form for the sole purpose of programme-related admission, administration and communication. Information provided will be held securely in accordance with ICPPD's data protection policy.

REASON FOR APPLYING A PLACE ON THIS PROGRAMME:

Please attach with your application a statement of approximately 500 words outlining your reason for applying for this programme and demonstrating your suitability for the programme.



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EDUCATIONAL BACKGROUND

Second Level: *Documentary evidence required only where the applicant's formal education ceased at Second Level – e.g., copy of Leaving Certificate and/or equivalent qualification and/or transcript of results, etc. In some circumstances, ICPPD may require the original certificates for verification. These would be copied and returned to the applicant.*

Previous Third-Level Education, including adult educational classes, courses etc:

Documentary evidence e.g., copy of certificate(s), transcripts should be provided with this application. In some circumstances, ICPPD may require the original certificates for verification. These would be copied and returned to the applicant.

Details of any other Course in Counselling and Psychotherapy, or equivalent qualification undertaken:

Documentary evidence e.g. (copy of certificate(s), transcripts etc) should be provided with this application. In some circumstances, ICPPD may require the original certificate for verification. These would be copied and returned to the applicant.

Other Achievements you consider relevant to your application: _____

Please supply the names and contact telephone numbers of two personal referees who would support your competence to undertake a degree course in Holistic Counselling and Psychotherapy:

1. _____ 2. _____



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Please identify your skills in the following i.e., that they are sufficient to complete this programme:

- I have sufficient IT skills to undertake this programme and own a computer with internet access.
- I have proficiency in the English language (i.e. a pass in Leaving Certificate English, or equivalent) to undertake this degree programme and complete assignments.
Where the applicant's first language is not English, evidence of English language proficiency will be required e.g., successful completion of a course through English in the previous two years or English Language Proficiency Test (IELTS) with a minimum score of 6.5. Documentary evidence [copy of certificate(s), transcripts etc] should be provided with this application.

FITNESS TO PRACTICE – UNDERTAKING CLINICAL WORK

Please Note: ICPPD is responsible for ensuring learners' ongoing **Fitness to Practice** (in terms of physical and mental health, behaviour and character), therefore progression through all stages of the programme is at the discretion of the College.

Is there any reason that might prevent you from, and/or hinder your progression in, undertaking this degree course in Holistic Counselling and Psychotherapy from either a personal, professional or academic perspective?
Please give details as appropriate:

Yes No

I have read the programme details and I understand that I will be required to meet the academic standards as set out in this QQI validated programme.

In applying and accepting a place on this programme, I agree to personal and professional requirements as per IACP as the course's accreditation body and ICPPD policies as laid out in the [Quality Assurance Manual](#).

I understand that this programme is an adult training course. As such, participants will be expected to demonstrate a sufficient level of maturity to take responsibility for themselves and their own involvement in the course.

I certify that the information provided on this application is accurate. I understand that withholding information or giving false information may result in a refusal of a place within ICPPD or in termination of my application/registration at ICPPD.

I am aware that I will be required to complete the National Vetting Process in preparation for commencement of Clinical Practice.

Applicant Signature _____ **Date** _____

OFFICE USE ONLY	
Staff Signature/Initials: _____	Learner ID No allocated: _____
Application Form Received (Date): _____	Supporting Documentation Received: _____
Application Processing Fee Received: _____	Interview Date: _____



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ADDITIONAL INFORMATION

Course Fees are as follows:

€4,500 per annum

Course Fees also include:

- Processing of Garda Vetting
- Professional Insurance for clinical work as a trainee counsellor/psychotherapist.

Fees may increase in line with changes in the Consumer Price Index.

**An additional QQI Certification Fee of €200 also applies in the final (award) year of the programme.*

NOTE: ADDITIONAL COURSE COSTS

The annual course fees do not cover the fees for mandatory associated activities i.e., fees for personal therapy, external supervision or the retreat in Year 4.

Application: Applicants are invited to complete and return this application form with all relevant supporting documentation. Applications must be accompanied by a **non-refundable application processing fee of €100**. Applicants are entitled to a full refund of this fee if they decide to cancel their application 2 working days prior to their scheduled interview date.

Interviews: Admission interviews will be arranged for suitable applicants by ICPPD.

Registration: Applicants who are offered a place will be required to confirm acceptance of their place by:
(a) completing the ICPPD Registration Form
(b) supplying a passport photo (i.e. normally by sending a JPEG image file) to ICPPD
(c) payment by a specified date of the Registration Fee of €1,000 (which is credited against course fees).

The balance of the fees for the year is payable in full, before the course commences, or by availing of an agreed ICPPD payment plan.

Once an applicant accepts a place on an ICPPD programme, any fees paid become subject to ICPPD's Financial Terms & Conditions, which are outlined in the [ICPPD's Quality Assurance policies](#) in relation to refunds, payment plan, etc.

Induction: Learners are required to attend a mandatory Induction Session in Athlone prior to programme commencement, to meet with their programme leader, tutor(s), their class group, and gain further information about the content of the course, available learner supports, the rules and regulations of ICPPD, and the relevant Professional Codes of Ethics and Practice.

Delivery: **Athlone and Galway:** The programme runs every second weekend: Saturday and Sunday (usually 9.30am-5.00pm) during the academic year. Clinical Practice/In-house Supervision sessions may be scheduled for a midweek evening.

Dublin: The programme runs 1 midweek day every week during the academic year (usually 10.00am-5.00pm). Clinical Practice/In-house Supervision sessions may be scheduled for an alternative evening.

Contact admin@icppd.com for further timetable information.

Please Note: It is mandatory to attend 1 learner support meeting and 1 progression meeting per academic year. These may be scheduled on weekdays.



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GDPR/Data Protection Statement:

ICPPD is a data controller. We are committed to protecting your privacy and ensuring your data is processed securely in accordance with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

By completing this application form, you consent to the processing of your personal data by ICPPD for the purpose of assessing your application and related administrative processes. Your information will be stored securely and will not be shared with third parties without your consent, unless required by law.

Your personal data will be processed on the lawful bases of:

- Contractual necessity (where processing is required to consider and administer your application),
- Legal obligation (where we are required to comply with applicable laws and regulations), and
- Legitimate interests (where processing is necessary for the efficient operation of our organization and does not override your fundamental rights).

All information will be stored securely and retained only for as long as necessary to fulfil the purposes outlined above, after which it will be deleted or anonymized in accordance with our data retention policy (See [Quality Assurance Manual on ICPPD website](#)).

ICPPD is committed to protecting and respecting your privacy, and we'll only use your personal information to administer your account and to provide the products and services you requested from us.

From time to time, we would like to contact you about our products and services, as well as other content that may be of interest to you. If you consent to us contacting you for this purpose, please tick below to say how you would like us to contact you:

I agree to receive other communications from ICPPD

I would like to subscribe to ICPPD monthly newsletter, Encounter

You can unsubscribe from these communications at any time. For more information on how to unsubscribe, our privacy practices, and how we are committed to protecting and respecting your privacy, please refer to our [Privacy Policy](#).