



## **Admissions Policy for Terapia - Child and Adolescent Psychotherapy and Counselling Training**

### **Introduction**

This Admissions Policy outlines the procedures and criteria for applying to courses offered by Terapia in North London. Our training programmes are designed to provide professional education and practical skills for individuals aspiring to work as psychotherapists and counsellors with children and adolescents. The policy ensures a fair, transparent, and inclusive admissions process, with a commitment to diversity and equality of opportunity.

### **Admission Requirements**

Entry requirements are available for each programme on Terapia's website.

### **Application Process**

#### **1. Application Form:**

All prospective applicants must complete the online application form available on our website (which can be downloaded). The form requires detailed information about academic qualifications, professional experience, and personal motivations for pursuing training in child and adolescent psychotherapy and counselling.

#### **2. Supporting Documents:**

Applicants must submit the following documents:

- A current CV outlining relevant work and educational experience.
- A personal statement (maximum 1,000 words) explaining why you want to pursue this training, your interest in working with children and adolescents, and how your previous experiences and personal qualities make you suited to this career.
- Photo.
- Two professional references from individuals who can speak to your relevant experience and suitability for the program (e.g., employers, supervisors, or professional mentors).

#### **3. Interview:**

- Shortlisted applicants will be invited to attend an interview as part of the selection process. The interview will assess the applicant's suitability for the program, including their motivation, understanding of the field, and ability to work with children and adolescents. Interviews take place in either group or individual settings.

#### **4. Assessment of Suitability:**

- During the interview, candidates may also be asked to reflect on their emotional readiness for the challenges of clinical work with children and adolescents.
- We assess the capacity for self-reflection, the ability to manage complex emotions, and the overall fit between the applicant's background, goals, and the demands of the program.

#### **Selection Criteria**

The selection of candidates will be based on the following criteria:

- Academic qualifications and relevant professional experience.
- Previous relevant work experience or voluntary roles, demonstrating a commitment to working with children and young people.
- Demonstrated ability and motivation to work with children and adolescents in a therapeutic or counselling capacity.
- Emotional resilience, self-awareness, and a reflective approach to personal and professional development.
- Strong interpersonal skills and the ability to establish trust with clients.
- Commitment to the ethical practice of psychotherapy and counselling with children and adolescents.

#### **Fees and Funding**

- Information on tuition fees is available on Terapia's website. Applicants are encouraged to explore funding opportunities early in the application process.
- A deposit is required to secure a place on the programme.

#### **Equal Opportunities and Diversity**

Terapia are committed to promoting diversity and equality of opportunity in all aspects of the admissions process. We welcome applications from individuals of all backgrounds, regardless of age, gender, race, ethnicity, disability, sexual orientation, or religion. Our training program seeks to create an inclusive and supportive learning environment that values the unique perspectives and experiences of all students.

#### **Applicants declaring a disability or specific learning difficulty**

Terapia welcomes applications from all prospective students including those who declare a disability. Application decisions are based on academic merit and potential relevant to the programme applied for, determined by published entry criteria and assessment as per the standard admissions process. Consideration of any support requirements will remain an entirely separate process. Applicants invited to interview will be able to request any access requirements and additional support needs during the interview itself. Any support or adjustments made will not have a negative impact on the outcome of the interview.

Applicants who have declared a disability and are considered academically suitable for their chosen programme of study will be invited to meet with the Academic Co-ordinator who will require a copy of the student's assessment to assess the needs of the individual applicant. If

relevant and required, Terapia will make reasonable adjustments to accommodate the needs of the applicant.

Very occasionally it may not be possible to make the adjustments required to enable an applicant to undertake the course that they have applied for. This may be because the person is unable to meet the programme's competencies or because the adjustments required to support the applicant could not be considered reasonable under the terms of the Equality Act.

In exceptional circumstances (for example late applications or where complex reasonable adjustments may be required) the applicant may be required to defer their place until the next available intake. This is to ensure that all reasonable adjustments can be in place before the applicant begins their programme.

### **Re-applications from previously registered students**

Terapia may consider applicants that have previously withdrawn for re-entry to Terapia on the same programme of study. As with all applications, all cases will be considered entirely on their merit. Applicants who have previously studied at Terapia and who have a financial hold on their student record will be required to arrange for this hold to be cleared before the application can be received.

If a student has been withdrawn from a programme of study within the previous two academic years and wishes to re-enter that programme, requests for re-entry must be made to the Director of Training and the decision will be made in conjunction with the relevant academic lead for the intended programme of study. A full application is not required, but a statement of intent should be submitted.

If a student has been withdrawn from a programme of study for longer than two academic years a new application is required and will be considered in the normal way through the application process.

If an applicant has had previous study terminated, or was in poor academic standing at the point of their withdrawal, Terapia reserves the right to not consider their application to any programme of study.

### **Applicants with relevant criminal records**

As a trainee child and adolescent psychotherapist you will be working with vulnerable individuals and will therefore be required to have an enhanced Disclosure and Barring Service (DBS) check. Holding a prior conviction or caution does not necessarily exclude someone from studying, but where the nature of the offence fails to meet the professional standards or where it is deemed there would be undue risk to others, a place on our course will not be confirmed.

It is the responsibility of an applicant with any relevant criminal record who wishes to study at Terapia with the intention of proceeding to practice as a Child and Adolescent Psychotherapist or Counsellor to satisfy themselves that they will be able to join their chosen profession before proceeding with the programme of study that requires them to meet professional standards. Acceptance onto the programme does not in itself guarantee being

permitted to register as a practitioner with the professional regulatory body or that a future potential employer would reach the same assessment on any DBS check.

### **Deferrals**

In exceptional cases, applicants may request to defer their admission to a later intake. Requests must be made in writing and will be considered on an individual basis. Deferrals will typically be granted for up to one year.

### **Rejection of applicants**

Terapia reserves the right to refuse admission to applicants who have not met academic or non-academic entry requirements; where there is evidence that they are unable to meet the academic, professional or vocational requirements of the course or where there is a cap on recruitment numbers.

### **Advanced entry and recognition of prior learning**

Terapia offers Accreditation of Prior Learning (APL) / Accreditation of Prior Experiential Learning (APEL) procedures for the entry into the MA in Child and Adolescent Psychotherapy and Counselling and the MA Conversion course in Child and Adolescent Psychotherapy and Counselling. We require any student who wished for their prior learning to be taken into consideration to submit evidence of courses taken which will be verified at the point of admission.

### **Post-Application Support**

Our Recruitment Administrator is available to provide guidance and answer any questions related to the application process. Applicants may contact us via email or phone for support throughout the application process.

### **Conclusion**

We look forward to welcoming passionate, committed individuals to our Child and Adolescent Psychotherapy and Counselling Training Program. By upholding a rigorous, transparent, and fair admissions process, we ensure that students receive the highest standard of training and preparation for a rewarding career in the field of child and adolescent mental health.

### **Contact Information**

For any questions or further information regarding the admissions process please contact the Recruitment Administrator at:

Email: [training@terapia.co.uk](mailto:training@terapia.co.uk)

Phone: 020 8201 6101

Website: [www.terapia.co.uk](http://www.terapia.co.uk)

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We encourage applicants to submit all required documents to ensure their application is processed in a timely manner.