COUNSELLING & PSYCHOTHERAPY TRAINING INSTITUTE

TRAINING PROSPECTUS 2010-11

Diploma in TA Counselling
MSc in TA Counselling
MSc in TA Psychotherapy with CTA
CPD & Short Courses

COSCA

Queen Margaret University
EDINBURGH

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Introduction

The dual aims of CPTI are to provide an excellent quality of teaching for qualifications that meet the requirements of present and likely future validating or regulating authorities and to give the individual an education in the subject area, together with the opportunity for personal and professional development.

CPTI offers professional degree courses in counselling and psychotherapy together with short courses introducing different counselling and psychotherapy modalities and courses providing continuing professional development (CPD) to counsellors, psychotherapists, medical and health professionals, social workers and others.

In addition, CPTI also provides CPD and short courses tailored to individual organisations, delivered on their premises for their staff development.

Within a small organisation, CPTI provides an exciting training programme leading to professional and academic qualifications where the needs of the students are kept in the foreground for the planning and delivery of the courses.

This prospectus outlines our programmes, the various professional and academic qualifications and lists entry requirements and application procedures. More information, and details of the programme calendar for 2009 – 2010, is available on our website: www.cpti.info. Prospective students are invited to put any questions to us and all applicants for training courses will be invited to an interview prior to the offer of a place.

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GENERAL INFORMATION

Who are CPTI?

The Counselling & Psychotherapy Training Institute (CPTI) is based in Edinburgh. CPTI was founded in 2002 taking over the training workshops offered by a sister organisation, the Edinburgh Institute for Counselling and Psychotherapy. Over this time CPTI has developed courses to a high standard in counselling and psychotherapy.

The training has always met the registration requirements of the UKCP under the auspices of the ITA. In 2006 it was decided to provide additional professional recognition with the introduction of a Counselling Diploma validated by COSCA, and academic recognition by the introduction of MSc awards in Counselling and Psychotherapy validated by Queen Margaret University.

It is the stated policy of CPTI to ensure that all programmes meet current academic and professional requirements and the likely requirements for a future registration system. CPTI achieves this by being a Registered Training Establishment of the ITA and an organisational member of COSCA. The ITA is a member organisation of the UKCP. CPTI recognises that health and education are devolved to the Scottish Parliament and ensures that training meets the requirements of the Scottish academic system and the health service in Scotland.

Quality assurance and moderation is addressed through the engagement of external moderators and external examiners. CPTI is always available to answer questions on all of its training programmes.

What Educational programmes does CPTI offer?

CPTI provides three educational programmes that can lead to an academic qualification and professional recognition. These are:

Diploma in TA Counselling (COSCA validated)

MSc in TA Counselling with TA Counselling and COSCA Diploma

MSc in TA Psychotherapy with CTA for UKCP registration

These course awards are summarised in the table on page 5.

What CPD and Short Courses does CPTI run?

A programme of one and two day CPD courses is run on a rolling basis with seven days of courses this year. These courses are open to the counsellors and psychotherapists and trainees from other counselling and psychotherapy training programmes.

Our short course programme provides an introduction to counselling and counselling modalities, covering:

Introduction to Counselling Skills (ICS)

Motivational Interviewing and the Stages of Change

Introduction to Cognitive Behavioural Therapy (CBT)

Introduction to Cognitive Analytic Therapy (CAT)

Introduction to Transactional Analysis (TA101

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Award and Qualification Summary Table

Course	Duration	Pre-entry Requirements	Award	Awarded/ Validated by
Introductory Certificates				
Introduction to Counselling Skills	3 days	None	Certificate of Attendance	CPTI
TA101 Introduction to Transactional Analysis	2 days	None	Certificate of Attendance	ITA
Certificate in TA Theory & Counselling Skills	2 years (40 days)	TA101 Introduction to Counselling Skills	Certificate in TA Theory & Counselling Skills	CPTI
Professional Awards				
Diploma in TA Counselling	3 Years (60 days)	TA101 Introduction to Counselling Skills Certificate in TA Theory & Counselling Skills	Diploma in TA Counselling	COSCA/CPTI
Certified Transactional Analysis (Psychotherapy)	4 years (80 days) + 20 days Extended Training + Compliance	TA101	Certificate in TA Psychotherapy [1] Eligibility for UKCP registration	ITA/EATA
CPD Courses	1 - 5 days	Varies	Certificate of Attendance	CPTI
Introductory Courses	1 – 3 days	Varies	Certificate of Attendance	CPTI
Academic Awards				
MSc in Transactional Analysis Counselling	4 Years (80 days) + 10 days MSc project + Compliance	Two years TA training	[1]MSc (with COSCA Diploma)	Queen Margaret University
MSc in Transactional Analysis Psychotherapy	4 Years (80 days) + 20 days MSc project + Compliance	Two years TA training	[1]MSc (with CTA)	Queen Margaret University

[1] Eligibility for recognition and registration with professional bodies such as UKCP and COSCA is subject to compliance with training, practice and supervision requirements in addition to the acquisition of the award.

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FINDING WHAT I WANT

About this prospectus and other sources of information

What is your interest?

- Training as a counsellor
- A Counselling Diploma
- A Counselling MSc
- Continuing professional development
- Training as a psychotherapist
- Learning about Transactional Analysis
- Psychotherapy MSc
- Personal development
- Gaining an MSc for career advancement
- Learning about CPTI
- Professional validation of training programmes
- Academic validation of training programmes

This prospectus is designed to provide information on all the above. Please also visit our website at www.cpti.info for more information which is available to download.

We are always willing to answer questions and provide additional information on our training programmes; please contact our office by email training@cpti.info. For a detailed specification of the main programmes, our Training Manual is available as a PDF file; the 2009– 2010 manual is currently available; the new 2010 – 2011 edition will be published in June 2010. Request a manual this from our office.

All applicants for advanced training will be invited to an interview, where their objectives and aims can be discussed with trainers and staff members.

THE TRANSACTIONAL ANALYSIS TRAINING PROGRAMME

TRANSACTIONAL ANALYSIS COUNSELLING

TA counselling training offers a high degree of flexibility; students registering for an MSc may take the Counselling Diploma as an intermediate step and, subject to compliance with the course conditions, diploma students may opt to continue to a Counselling MSc or the psychotherapy qualifications.

A prerequisite for entering this course is completion of the TA101 introduction to Transactional Analysis. The Foundation Year course starts with a three day introduction to counselling skills from which those who have already completed a recognised counselling skills course may obtain exemption. The complete foundation year training is nineteen days. Following the three day introductory course there are eight weekends of training in Transactional Analysis theory and application with particular reference to the development of the trainee in the group. There is an additional day allowed for the revision of theory and the practical elements of training at a postgraduate level including essay writing and case studies.

On successful completion of the foundation year training, measured by attendance, completion of assignments, and personal development, trainees may apply for advanced training for the TA Counselling Diploma and the Counselling MSc. Advanced groups meet for nine scheduled weekends in a training year. Trainees complete the year by attending an additional two days selected from a menu of subjects in our CPD programme according to their own developing interests.

Counselling trainees may exit from the programme with the COSCA Diploma at the end of Advanced Year 2. TA Counselling MSc entrants complete a further taught year and in the following year complete an MSc project. Support and supervision for the project is obtained in an Extended Training Group meeting for ten days per year.

Counselling Programme Exit points:

Years Completed	**Award**
Two years	*CPTI Certificate in TA Counselling Theory and Skills
Three Years	Diploma in Transactional Analysis Counselling (COSCA)
Five Years	MSc in Transactional Analysis Counselling

*Not a qualification to practice

MSc in Transactional Analysis Counselling

Taught elements of the TA MSc programme commence in the second year of advanced training. This is a natural progression from completing the COSCA diploma.

Following the award of the diploma, candidates for the MSc complete a further year of taught training and then complete an MSc project of 15,000 words; supervision for this project is in an extended training group. The complete TA Counselling MSc course requires prior completion of the TA101 introductory course, completion of the TA Foundation Year training; the MSc course is completed in three taught years in Advanced Training Groups and time in an Extended Training Group for supervision of the MSc. Project.

The MSc is awarded on the basis of the completion of the training programme, personal counselling and supervised practice and the passing of the MSc project.

TRANSACTIONAL ANALYSIS PSYCHOTHERAPY

MSc in Transactional Analysis Psychotherapy with CTA

CPTI psychotherapy training extends over four taught years and in content is the same as the TA counselling training; the difference lies in additional professional requirements in the psychotherapy programme that includes greater practice time and supervision hours, a psychiatric placement and a case study which is part of an open book exam.

In common with all TA training, a prerequisite for entry is the completion of the two day TA101 course. Trainees complete a foundation year and then enter for the Psychotherapy MSc with CTA. There are three taught years of advanced training. There is an expectation that supervised practice will be engaged in from the end of foundation year. Entry to each subsequent year is by attendance, completion and passing of projects and a demonstration of personal development within the training group. Psychotherapy trainees are required to be in therapy for the duration of their training.

At the completion of the second year of training (Advanced Year 1), trainees who have entered for the MSc in Transactional Analysis Psychotherapy matriculate and the remaining two advanced years comprise the taught element of the MSc. The CPTI training programme is designed to meet the requirements of the TA validating bodies (ITA and EATA) and to comply with the requirements of UKCP. Registration with the UKCP, is by passing the CTA examination set by EATA and organised in the UK by the ITA and is subject to fulfilment of practice requirements. This open book examination comprises four written sections including a case study and theory essays. On receiving a pass on the written exam, candidates attend an oral examination where they demonstrate their competence as a practising psychotherapist.

Obtaining the CTA leads to registration with the UKCP; this is through the ITA. Students present the case study and theoretical essays from their written CTA examination in a suitable form, meeting the requirements of an MSc level presentation, as their master's project to Queen Margarets University, an acceptance by QMU gives the award of the master's degree.

Psychotherapy qualification requires the completion of considerable supervised practice and for this reason the process is inevitably longer than counselling training. Psychotherapy trainees prepare for the CTA, working in extended training groups for completion of the case study and preparation for the MSc. Fees for these groups meeting for ten days per year for two years are included in the total fees.

In view of the length of training necessary for the psychotherapy qualification many trainees undertake a counselling diploma as a stepping stone on the route thus gaining a counselling qualification in three years of training.

The complete TA Psychotherapy MSc course requires prior completion of the TA101 introductory courses and completion of the TA Foundation Year training; the MSc course is completed in three taught years in Advanced Training Groups and two years in an Extended Training Group.

SHORT COURSES

TA 101 - An introduction to Transactional Analysis

Transactional Analysis (TA) combines theories of human development, personality and communication in a powerful psychological system that provides a framework for understanding human process and making personal change. It can be used to understand communication, identify what happens when it goes wrong and to improve communication between people. The applications of TA in a therapeutic setting provide opportunities for individuals to change repetitive patterns which can limit an individual's potential. TA is widely used in counselling, organisational and consultancy settings, education, coaching, parenting and for personal development.

The TA101 combines the teaching of theory with practical work to improve your understanding of the theories. On completion of the TA101, participants will:

- understand the TA theories of communication, personality and human development.
- understand the application of TA in therapeutic, educational and organisational settings.
- take models of behaviour to use in your own personal development and in your work.
- receive the TA101 Certificate issued by the (ITA) Institute of Transactional Analysis, recognised world-wide.
- have the background to consider TA as a training opportunity for professional development or as a career change. The TA101 is a prerequisite for further TA training.

Duration: Two days

Motivational Interviewing and the Stages of Change

Motivational Interviewing (MI) is a goal-directed, client centred approach used to facilitate behaviour change. The central purpose of MI is to examine, clarify and resolve the conflict between two courses of action which creates an ambivalence to change. MI is used to explore and resolve ambivalence to change. MI can be used in a variety of work settings involving working with people who are resistant to change.

By attending the Motivational Interviewing and the Stages of Change course, participants will:

- be introduced to the theory and practice of MI.
- learn how to understand the individual's frame of reference.
- learn how to develop specific strategies designed to elicit motivation to change.
- learn how to overcome resistance to change in yourself and others.

Duration: Three days

Introduction to Counselling Skills (ICS)

Counselling Skills enhance communication and can be beneficial in many interpersonal contexts, whether personal or professional. The skills can be applied in many areas including medical and allied health professions, teaching, social work, human resources, welfare and social care and in management, as well as in your personal life.

The Introduction to Counselling Skills course will provide you with an understanding of counselling theory and the opportunity to practice the skills and techniques. By attending this course, participants will learn how to:

- listen actively to both verbal and non verbal communication
- summarise succinctly and clearly
- use open and closed questions appropriately.
- communicate empathy
- use immediacy and appropriate self disclosure
- challenge discrepancies and contradictions to introduce a new perspective
- respond to resistance and work with ambivalence
- recognise and hold the boundaries of a therapeutic relationship

Following successful completion of this course you will be awarded a COSCA Certificate in Counselling Skills, a professionally recognised counselling qualification. This course serves as an excellent starting point for those wishing to embark on training in counselling or psychotherapy.

Duration: Three days

Introduction to Cognitive Behavioural Therapy (CBT)

Cognitive Behavioural Therapy (CBT) is a time limited and focussed approach which can be used to address limiting behaviours and provide strategies for change. During times of distress, thoughts can become extreme or unhelpful and may cause behaviour which prolongs distress. CBT helps people to think differently about the situations they find themselves in and to find ways of behaving that will create a more positive outcome. CBT techniques can be beneficial in many work contexts, including counselling, nursing, allied health professions, social work, criminal justice and in many other settings involving working with people to facilitate change.

By attending the Introduction to Cognitive Behavioural Therapy course, participants will be introduced to:

- the theory, principles and concepts of CBT
- the knowledge and skills to apply CBT techniques in both personal and therapeutic settings

Duration: Three days

Introduction to Cognitive Analytic Therapy (CAT)

Cognitive Analytic Therapy (CAT) begins by concentrates on uncovering the basis of a person's emotional and psychological problems, including looking at childhood experiences, and then analyses the effectiveness or otherwise of the coping strategies people have developed. CAT focuses on the coping strategies or patterns of behaviour that people might want to change

By attending the Introduction to Cognitive Analytic Therapy course, participants will:

- be introduced to the theory and practice of CAT and explore how it might be applied.
- become aware of the strategies of CAT in working with individuals presenting a wide range of problems
- develop the skills to support change and understand how CAT can strengthen commitment to change.
- understand how CAT integrates with your current skills and knowledge.

Duration: Three days

CPD Courses

CPTI provides a broad range of 1 and 2 day CPD courses for counsellors, health workers and others seeking to expand their knowledge set with an understanding of specific psychological conditions or aspects of counselling and psychotherapy practice.

The programme is run on a rolling basis delivering all the courses every four years. The more popular subjects are offered more frequently. The courses are open to all interested in counselling and working with the condition or subject covered. Attendance at some courses is restricted to practising counsellors and psychotherapists.

The complete range of courses is currently:

One day courses	
Anxiety and Depression	How to work with Anxiety and Depression
Attachment Theory - linked to Families	An Introduction to Attachment Theory
Bodywork	An Introduction to Bodywork Psychotherapy
Borderline and Narcissistic Disorders	How to work with Borderline and Narcissistic Disorders
Counselling and Psychotherapy	Understanding boundaries and limits
Couples counselling	An Introduction to Couples Counselling
Diagnosis in Counselling and Psychotherapy	Comparative Models of Diagnosis
Diversity	Understanding unconscious processes in working with cultural diversity
Eating Disorders	How to work with Eating Disorders
Erotic Transference	Working with the Erotic Transference
Families	An Introduction to Working with Families
Gay Affirmative Therapy	An Introduction to Gay Affirmative Therapy
Groups	An Introduction to Groupwork
Narcissism	Working with Narcissism
Personality Adaptations & Disorders	Understanding and differentiating Adaptation and Disorder
Psychosexual	An Introduction to Psychosexual Process

Self Harm	How to assess Risk and Work with Self Harm
Sexual Dysfunction	How to work with Sexual Dysfunction
Suicide risk assessment and treatment	An Introduction to Risk Assessment and Treatment in Suicide
Survivors of abuse	Working with the Survivors of Abuse
The Process Model	Using Drivers, Adaptations and the Process Model as a diagnostic tool
Transference	Working with Transference
Trauma and PTSD	Working with Trauma and PTSD
Understanding Change	The relationship of change to diagnosis, treatment planning and the therapeutic process
Two day courses	
Psychiatric Practice	An Introduction to Psychiatric Practice
Legal and Ethical Requirements	An Introduction to Legal and Ethical Requirements

Eligibility for Entry to Courses

TA Foundation Year Training

Entry to the foundation year is by application and interview. Applicants for counselling and psychotherapy training will be required to meet the conditions outlined below. Where the conditions are, in the opinion of CPTI, not fully met applicants may be accepted into foundation year training with conditions applying that must be met before an application for a degree course at the end of Foundation Year will be accepted.

CPTI will also accept suitable applicants for foundation year training from trainees who wish to pursue Organisational or Educational TA specialties; CPTI do not provide training for these candidates beyond the foundation year. Training would be continued at an institute specialising in these areas.

All TA trainees must demonstrate suitability for further training before they can be accepted onto a degree course.

All MSc Degree Programmes

The general requirement is an honours degree or equivalent. Equivalence is applied where the applicant can demonstrate professional and life experience commensurate with practice in these professions and an ability to study at master's level. All applicants are required to demonstrate an ability to study at master's level.

MSc in TA Counselling

MSc in TA Psychotherapy

The general requirement is an Honours degree and demonstrating suitability for counselling and psychotherapy training and practice. In addition applicants should show a willingness to engage in personal development by both their engagement in the training group and by entering personal therapy. Personal work is a requirement for all counselling and psychotherapy training courses.

Diploma in TA Counselling (COSCA validated)

This training is delivered at a post graduate level and the entry conditions are the same as for TA degree courses.

Exceptions

The normal requirements for entry to a training programme are detailed above. Where a prospective candidate cannot fulfil these criteria, entry may still be possible where equivalent professional and life experience is evident. All trainees are required to demonstrate during foundation training that they have the ability to study at master's level; acceptance into advanced training is based on this.

Recognition of Prior Learning
In specific circumstances, students may be eligible to apply for recognition of prior learning, following the procedures laid down by the validating university for the programme. Each case is assessed on its merits; the following general criteria apply:

TA Counselling and Psychotherapy Courses
Completion of Foundation Year Training at another ITA Registered Training Establishment completed within the previous three years can be recognised. We require evidence of successful course completion, marked copies of written work and a reference from the training establishment. Additional criteria may apply where the training was completed outside of the UK.

Application to enter a TA degree course by students who have completed some advanced training at another establishment will be considered. Additional work may be required in respect of the academic requirements. Applications to enter for a TA Psychotherapy MSc from psychotherapists already holding a CTA qualification will also be considered. Where the CTA case study was completed in the preceding three years it may form the basis in an appropriate form as the MSc Project.

TA Counselling Training
Holders of a COSCA recognised counselling certificate may claim exemption from the introduction to counselling element in the foundation year training (weekend 1).

TA Training General
Completion of a TA101 introduction to TA is a pre-requisite for entering training. A TA101 certificate from any training establishment recognised by EATA or ITAA will be accepted subject to its completion within the preceding five years.

Qualifications
Awards and qualifications are summarised in the table on page 3.

Academic and Professional Outcomes
The counselling and psychotherapy courses are designed so that the parallel outcome of an academic qualification and professional recognition can be achieved. It should be noted that the professional recognition, usually in the form of membership or registration with a professional body, always has practice and other criteria attached to it. These may exceed and be additional to those required on the course.

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Professional Registration and Accreditation

Diploma in TA Counselling (COSCA) and TA Counselling MSc

For accreditation as a counsellor with COSCA, both a minimum practice hours and length of practice is required. Successful entrants for the COSCA Diploma will need to achieve the required practice hours before applying for accreditation. COSCA have a 2 year post qualifying period before a counsellor may apply for accreditation.

TA Psychotherapy

Students who complete the psychotherapy MSc and pass the CTA exam will have fulfilled the criteria for registration as a psychotherapist with UKCP.

Validation and Recognition

The TA Counselling and Psychotherapy degrees are validated by Queen Margaret University (QMU), Edinburgh.

CPTI courses are recognised to provide a high academic standard with practical application. All diploma and degree courses have core elements of personal development and application. CPTI counselling and psychotherapy courses are designed to meet the standards of the relevant professional associations. It should be noted that most professional bodies require registrants to comply with training, practice, supervision and other criteria; these may require additional work and independent practice in order to be met.

For all courses, it is the student's responsibility to ensure that the course selected meets any professional requirements in their own field.

Application and Booking

Applying for training courses

Application for training courses leading to qualification require the completion of an application form, a personal statement, references and attendance at an interview.

Application forms with the application procedures can be obtained from our office: training@cpti.info

Booking Short Courses

Booking forms for short courses and individual modules can be downloaded from www.cpti.info/payment.html

Timetable

Course timetables are published on our web site go to www.cpti.info/course.html

Fees

A table of fees for the 2010 – 2011 academic year appears on the following page.

All courses are part time and the number of teaching days for each course is shown in the fee table. In addition to the taught elements the fees include assignment s and other elements described in the individual course information. This may include assignment marking, tutorials, assistance in exam preparation and supervised practice.

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CPTI Course Fee Table			**Concessionary Fees for Individuals and Voluntary Sector Charities**		
Course	Total training days	Full fees	Concessionary fees	Reduced annual payments	Individual monthly payments
TA101	2	149.00	135.00		
TA Foundation Year	19	1,875.00	1,690.00	1,605.50	*10 X 154.00
Counselling Diploma	40	4,575.00	4,225.00	2 X 2,006.88	24 X 176.04
Counselling MSc	70	9,425.00	8,700.00	3 X 2,448.91 1 X 918.27	36 X 216.16 10 X 91.83
Psychotherapy MSc with CTA	80	10,495.00	9,695.00	3 X 2,457.90 1 X 918.27	36 X 218.29 20 X 91.83
Introductory Courses	3	395.00	355.00		
CPD one day	1	152.00	136.80		

**A deposit of £150 is payable when registering for the TA Foundation Year Course*

Notes:
Qualifying Charities are those working in the voluntary sector
Organisations pay full fees, the full fee schedule is available on request from training@cpti.info
Annual Payment: for courses lasting more than 1 year the fees are reduced for annual payments and a further reduction is available on request for pre-payment of the complete course.

In the event of withdrawal from a course or refused entry to continue a course, all payments for the current year remain due and payable; providing withdrawal is by 1st September in any year, fees for the following year(s) are not due. Any shortfall from the previous year remains payable and any overpayment will be refunded.

Please ensure you have understood the total cost of the training that you plan to undertake.

Not included in the course fees are:

- books and other published material (all students have access to the CPTI library and on academic courses to the university libraries)
- personal counselling or therapy
- attendance at conferences and other extra-curricular events
- any additional training or activities required for professional registration
- supervision of professional practice
- external exams

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Further information

Information can be downloaded from a link at the bottom of each of the webpages on our site: www.cpti.info. Other information may be obtained from the web sites of:

Queen Margaret University	www.qmu.ac.uk
COSCA	www.cosca.org.uk
ITA	www.ita.org.uk

Our web site and others also carry other useful contact addresses.

Questions and requests for further information should be sent to office addressed to the Training Administrator preferably by email: training@cpti.info. If you wish to discuss any aspect of training with our staff, it will be helpful if the request is made by email indicating the focus of any discussion, your telephone number and times when you can be reached.

We will happy to offer you a meeting to discuss the training programmes if you feel this could be beneficial, again if possible, please make the request by email.

Training Manuals

We publish an annual training manual detailing all aspects of the courses including curriculum, assignments, assessments and regulations governing the conduct of courses. The manual for the year starting in October is published in June.

A copy of the Training Manual can be sent to you by email as a PDF file. Prior to publication a copy of the current year manuals can be sent; however do please note that there are major additions to our programme in 2009. Please email your request for a manual.

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ITA Registered Training Establishment

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